



Fort Collins-Loveland Water District Agenda  
Tuesday, February 20, 2024 7:00 PM  
5150 Snead Drive, Fort Collins, CO

	Page
<b>1. (7:00pm) Roll Call</b>	
<b>2. (7:05pm) Consideration of Agenda</b>	
<b>3. (7:10pm) Public Comments</b>	
<b>4. (7:15pm) Consent Agenda</b>	
4.1 <b>Acceptance of the minutes of the Regular Board meeting of January 16, 2024.</b>	5 - 11
<a href="#">Minutes - Fort Collins-Loveland Water District - Jan 16 2024.pdf</a>	
4.2 <b>Financial Statements</b>	12 - 22
<i>Presenter: Amanda Proctor</i>	
<a href="#">01.31.24 FCLWD FS.pdf</a>	
4.3 <b>Distributions</b>	23 - 35
<i>Presenter: Amanda Proctor</i>	
<a href="#">24-01 Distributions.pdf</a>	
4.4 <b>Fleet truck purchase</b>	36
<i>Presenter: Amanda Proctor</i>	
<a href="#">FCLWD - Memo re Truck Purchase 2-20-24.pdf</a>	
<b>Recommended Motion: Move to approve the Consent Agenda.</b>	
<b>5. (7:20pm) Financial Items</b>	
5.1 <b>Raftelis Proposal - Water Usage and Rates &amp; Fees Analysis (ACTION REQUIRED):</b>	37

*Presenter: Amanda Proctor*

[FCLWD - Memo re Raftelis Tech Memo Project 2-20-24.pdf](#) 

- 5.2      **Resource Central - Slow the Flow (Sprinkler Audit)  
Program Approval (ACTION REQUIRED):**      38

*Presenter: Amanda Proctor*

[FCLWD - Memo re Slow the Flow Program 2-20-24.pdf](#) 

- 5.3      **Cobb Lake Allocation for Public Relations and  
Administration (ACTION REQUIRED):**      39

*Presenter: Chris Pletcher*

[Cobb Lake Public Relations & Administration Allocation.pdf](#) 

## 6.      (7:50pm) Capital Projects

- 6.1      **Allocation for Trilby Tank Project Early Procurement  
(ACTION REQUIRED):**      40 - 41

*Presenter: Carlos Medina*

[2024.02.20 Trilby Tank Expansion Cover Memo Allocation Request  
.pdf](#) 

- 6.2      **Allocation for 2024 Pipeline Condition Assessment  
(ACTION REQUIRED):**      42

*Presenter: Sandra Bratlie*

[2024.02.20 - 20024 Condition Assessment Allocation - Memo.pdf](#) 

## 7.      (8:10pm) Water Resources

- 7.1      **Summary of Diligence Reviews:**      43 - 52  
a) **Red Tierra WSSC 2.75 Shares Diligence Summary**  
b) **Citizen Printing WSSC 1.0 Shares Diligence Summary**

*Presenter: Richard Raines and Alison Gorsevski*

[Red Tierra WSSC Diligence Summary.pdf](#) 

[Citizen Printing WSSC Diligence Summary.pdf](#) 

- 7.2      **Executive Session : The Board may enter into executive  
session as authorized by Section 24-6-402 (4) (e), C.R.S. to  
determine positions relative to matters that may be  
subject to negotiation, develop strategy for negotiations,  
and instruct negotiators with respect to District Water**

**Resource Acquisition and Diligence Summary of Red Tierra WSSC 2.75 Shares and Citizen Printing WSSC 1.0 Share (ACTION REQUIRED):**

**Recommended Motion: Move that the Board may enter into executive session as authorized by Section 24-6-402 (4) (e), C.R.S. to determine positions relative to matters that may be subject to negotiation, develop strategy for negotiations, and instruct negotiators with respect to District Water Resource Acquisition and Diligence Summary of Red Tierra WSSC 2.75 Shares and Citizen Printing WSSC 1.0 Share.**

- 7.3 **Approval of Purchase of Red Tierra WSSC 2.75 shares in the amount of \$10,700,000.00 with a success fee to WestWater of \$307,000.00 and authorize the General Manager to sign closing documents (ACTION REQUIRED): Recommended Motion: Move that the Board approve the Purchase of Red Tierra WSSC 2.75 shares in the amount of \$10,700,000.00 with a success fee to WestWater of \$307,000.00 and authorize the General Manager to sign closing documents**
- 7.4 **Approval of Purchase of Citizen Printing WSSC 1.0 share in the amount of \$4,000,000.00 and authorize the General Manager to sign closing documents (ACTION REQUIRED): Recommended Motion: Move that the Board approve the Purchase of Citizen Printing WSSC 1.0 share in the amount of \$4,000,000.00 and authorize the General Manager to sign closing documents.**
- 7.5 **Approval of Purchase of Sage Homes NPIC 27.0 shares in the amount of \$6,615,000.00 with a success fee to WestWater of \$252,300.00 and authorize the General Manager to sign closing documents (ACTION REQUIRED): Recommended Motion: Move that the Board approve the Purchase of Sage Homes NPIC 27.0 shares in the amount of \$6,615,000.00 with a success fee to WestWater of \$252,300.00 and authorize the General Manager to sign closing documents.**

**8. (9:00pm) Manager's Report**

**8.1 General Information**

Upcoming process for Tap Fee Schedule and Rate Review - 3 month  
lookahead.

8.2     Staffing Update

8.3     Tap purchases and Water Supply Update

53 - 55

[2024 Water Tap Sales Summary.pdf](#) 

8.4     Project Updates

**9.     (9:15pm) Other Business**

**10.    (9:20pm) Adjournment**



Fort Collins-Loveland Water District Minutes  
Tuesday, January 16, 2024 7:00 PM  
5150 Snead Drive, Fort Collins, CO

Page

**1. (7:00pm) Roll Call**

*Directors Present: James Borland, Chairman  
William Dieterich, Vice-Chairman  
Peter O'Neill, Treasurer  
Stephen Smith, Director  
Denis Symes, Director*


*Others Present: Chris Pletcher - General Manager / Secretary,  
Amanda Proctor - Finance Director,  
Liza Hayden - Special Projects Manager,  
Sandra Bratlie - District Engineer ,  
Linsey Chalfant - Engineer III ,  
Carlos Medina - Engineer III ,  
Sam Lowe - Engineer III ,  
Richard Raines - Tri-Districts, Water Resources,  
Jan Sitterson - Tri-Districts, Water Resources,  
Alison Gorsevski - Lyon Gaddis,  
Adam Jokerst - WestWater*

**2. (7:02pm) Consideration of Agenda**

**3. (7:05pm) Public Comments**

No public present

**4. (7:10pm) Consent Agenda**

- 4.1 **Acceptance of the minutes of the Regular Board meeting of December 12, 2023.** 8 - 12  
Minutes - Fort Collins-Loveland Water District - Dec 12 2023.pdf  
**Acceptance of the minutes of the Special Board meeting of January 10, 2024.**  
[Minutes - Fort Collins-Loveland Water District Sp...pdf](#) 
- 4.2 **Distributions** 13 - 25  
*Presenter: Amanda Proctor*  
[2023 12 DISTRIBUTIONS.pdf](#) 
- 4.3 **Resolution 2024.01.16.01 regarding Designating Location to Post Notice of Public Meetings.** 26  
[Resolution 2024-01-16-01.pdf](#) 
- 4.4 **Re-allocation of 2023 Capital Projects** 27  
*Presenter: Sandra Bratlie and Linsey Chalfant*  
[2024.01.16 2023 Allocation Rollover to 2024.pdf](#) 
- Recommended Motion: Move to approve the Consent Agenda with the exception of item 4.5 to be discussed separately.** 27
- Moved by: Denis Symes*  
*Seconded by: Peter O'Neill*
- Carried 5-0**
- 4.5 **Financial Statements (ACTION REQUIRED):** 28 - 37  
*Presenter: Amanda Proctor*  
[12.31.23 FCLWD FS.pdf](#) 
- Recommended Motion: Move to approve the Financial Statements** 28 - 37
- Moved by: Peter O'Neill*

Seconded by: Denis Symes

**Carried 5-0**

**5. (7:20pm) Approval of the Final Creation Agreement for the Cobb Lake Regional Water Treatment Authority(ACTION REQUIRED):**

*Presenter: Chris Pletcher*

[EXECUTION COPY CLRWTA Creation Agreement.pdf](#) 

**Recommended Motion: Move to approve the Final Creation Agreement for the Cobb Lake Regional Water Treatment Authority.**

*Moved by: Denis Symes*

*Seconded by: William Dieterich*

**Carried 5-0**

**6. (7:30pm) Development Review & Reimbursement**

6.1 Exclusion of 2121 Falcon Drive (ACTION REQUIRED): 64 - 70

*Presenter: Sam Lowe and Chris Pletcher*

(7:27) Open Public Hearing to Presentation, discussion, and to receive Public Comment of any property owners in attendance

Public Comment

Board Discussion

(7:37) Close Public Hearing

[FCLWD Exclusion 2121FalconDrive.pdf](#) 

[Exclusion.pdf](#) 

**Recommended Motion: Move to table the exclusion of 2121 Falcon Drive until staff can evaluate growth plans of this vicinity along Falcon Drive.**



64 - 70

*Moved by: James Borland*

*Seconded by: Denis Symes*

**Tabled 5-0**

**7. (7:48pm) Capital Projects**

- 7.1 Allocation for Horsetooth Potholing (ACTION REQUIRED): 71 - 73  
*Presenter: Linsey Chalfant and Carlos Medina*  
[SUE Potholing-Horsetooth Allocation Request #01.pdf](#)   
**Recommended Motion: Move to approve the allocation of \$66,000 for Horsetooth from Taft Hill to College Ave S.U.E. Project.** 71 - 73  
  
*Moved by: Denis Symes*  
*Seconded by: Peter O'Neill*  
**Carried 5-0**
- 7.2 Allocation for Trilby Tank - 60% Design (ACTION REQUIRED): 74 - 75  
*Presenter: Linsey Chalfant and Carlos Medina*  
[2024.01.16 Trilby Tank Expansion Cover Memo Allocation Request .pdf](#)   
**Recommended Motion: Move to approve the allocation of \$782,00 for the Trilby Tank Expansion Project.** 74 - 75  
  
*Moved by: Denis Symes*  
*Seconded by: Peter O'Neill*  
**Carried 5-0**
- 7.3 Allocation for Zone 5 Ph 2 Design (ACTION REQUIRED): 76 - 77  
*Presenter: Linsey Chalfant*  
[Zone 5 PHII Cover Memo Allocation Request #02.pdf](#)   
**Recommended Motion: Move to approve the allocation of \$555,000 for Phase II of the Zone 5 Transmission Project.** 76 - 77  
  
*Moved by: Peter O'Neill*  
*Seconded by: Stephen Smith*  
**Carried 5-0**
- 7.4 Allocation for Western Backbone Ph 2 Design (ACTION REQUIRED): 78 - 79  
*Presenter: Linsey Chalfant*



[Western Backbone PHII Cover Memo Allocation Request #02.pdf](#) 

**Recommended Motion: Move to approve the allocation of \$590,000 for Phase II of the Western Backbone Project.**

78 - 79

*Moved by:* Denis Symes

*Seconded by:* Peter O'Neill

**Carried 5-0**

- 7.5 Airport Transmission Material Selection - Summary Report 80 - 82  
The board had no further questions on this matter.

*Presenter:* Sam Lowe

[2024.01.16 Airport Transmission Materials Selection Memo.pdf](#) 

## **8. (8:20pm) Water Resources**

- 8.1 Pennington WSSC Shares and Alkire Farm Acquisition 83 - 118  
Diligence Summary (ACTION REQUIRED):

*Presenter:* Richard Raines

[Diligence Summary Pennington WSSC Purchase.pdf](#) 

[100313.00 Alkire Farms ALTA-signed.pdf](#) 

[20240111 Ltr re water rights diligence \(legal\).pdf](#) 

[15470 CR 88-34 House Inspection.pdf](#) 

[20231204 L C Pletcher re Title Objections.pdf](#) 

**Recommended Motion: Move to approve Fort Collins-Loveland Water District proceed to closing to complete the acquisition of the 2.0 shares of WSSC from Alkire Farms as described in the agreement.**

83 - 118

*Moved by:* James Borland


*Seconded by:* Stephen Smith

**For** Denis Symes, Stephen Smith, James Borland,

and William Dieterich  
**Against** Peter O'Neill

**Carried 4-1**

**9. (8:39pm) Manager's Report**

- 9.1 General Information
- 9.2 Staffing Update
- 9.3 Tap purchases 119 - 120  
*Presenter: Amanda Proctor*  
[2023 Water Tap Sales Summary.pdf](#) 
- 9.4 Project Updates

**10. (8:52pm) Other Business**

- 10.1 Extension of Tap Fee payment timeline for Northern Colorado Regional Airport as adjacent local government to allow Fort Collins and Loveland City Council Payment Approval (ACTION REQUIRED): 121  
[Terminal Water Tap letter..pdf](#)   
**Recommended Motion: Move to approve the extension of Tap Fee payment timeline for Northern Colorado Regional Airport as adjacent local government to allow Fort Collins and Loveland City Council Payment Approval.** 121  
  
*Moved by:* William Dieterich  
*Seconded by:* Stephen Smith

**Carried 5-0**

- 10.2 Purchase of 12 shares of North Poudre Irrigation Company water at \$250,000.00 per share and authorize the General Manager to execute the transaction (ACTION REQUIRED):  
**Recommended Motion: Move to authorize the General Manager to hold the offer of 12 shares of North Poudre Irrigation Company water at \$240,000.00 per share.**

*Moved by:* Peter O'Neill

*Seconded by:* James Borland

**Carried 5-0**

**11. (9:22pm) Adjournment**

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Board Secretary

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Chairman

# **FORT COLLINS – LOVELAND WATER DISTRICT**

## **MONTHLY FINANCIAL REPORT**

**January 31, 2024\***

- **Page 1 – Aged Accounts Receivable**
- **Page 1 – Metered Revenue Comparison**
- **Page 2 – Cash and Investments**
- **Page 2 – Expenditures**
- **Page 3 – Investment Account Review**
- **Page 4 – Revenue and Expenses – Budget vs. Actual**
- **Page 9 – Tap Sales**
- **Page 10 – Projected Capital Expenditures**

**\*Numbers in this report are subject to change as items are posted into the period they occurred.**



January 31, 2024

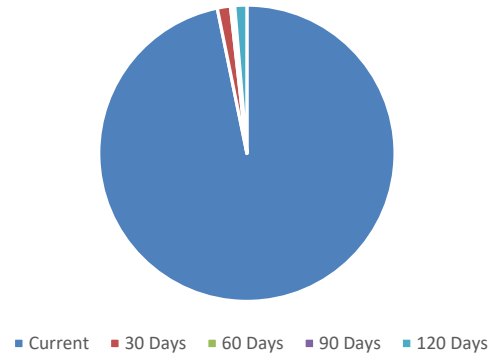
## Aged Accounts Receivable (Customer Billings)

Current	\$ 1,046,068	96.8%
30 Days	15,516	1.4%
60 Days	2,243	0.2%
90 Days	2,715	0.3%
120 Days	14,239	1.3% *
	<u>\$ 1,080,781</u>	100.0%

\*Accounts greater than 120 days have service disconnected

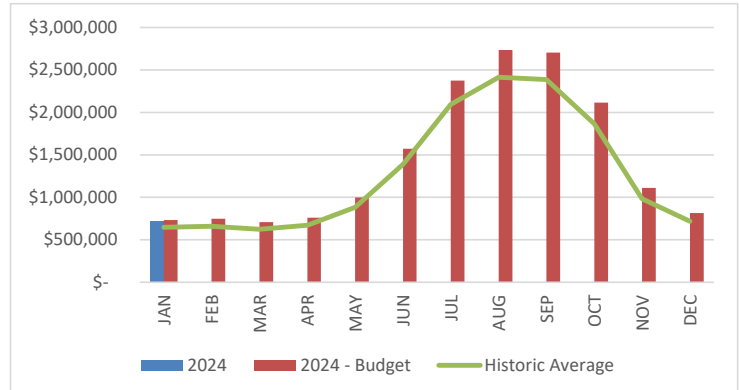
Note> Above amounts *excludes* credits on customer accounts.

Aged Accounts Receivable



## Metered Revenue Comparison

	2024	2024 - Budget	Historic Average
JAN	\$ 717,455	\$ 733,768	647,558
FEB	-	\$ 746,716	658,984
MAR	-	\$ 707,227	624,135
APR	-	\$ 761,395	671,939
MAY	-	\$ 999,294	881,887
JUN	-	\$ 1,572,294	1,387,565
JUL	-	\$ 2,373,940	2,095,026
AUG	-	\$ 2,735,142	2,413,789
SEP	-	\$ 2,703,595	2,385,950
OCT	-	\$ 2,114,617	1,866,170
NOV	-	\$ 1,112,331	981,643
DEC	-	\$ 813,769	718,159
Totals	\$ 717,455	\$ 17,374,088	\$ 15,332,804



Metered revenue includes billings to customers and is the primary source of operating revenue. Customers are billed for the prior month's consumption. The fluxuation year over year is the result of weather variations, increase in number of customers served and rate increases.

The historic average is the average of the last three years' actual revenue.



January 31, 2024

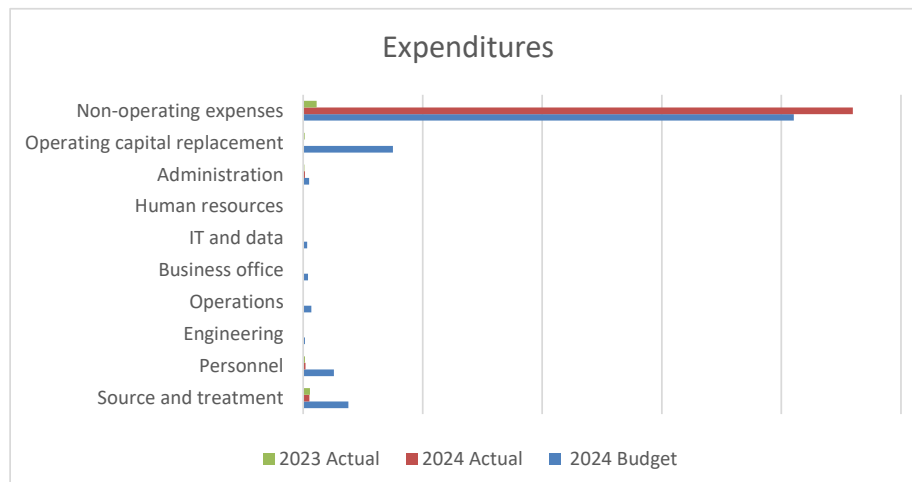
## Cash and Investments

		Yield**	
Cash on Hand			\$ 100
Cash in Bank			1,910,354
Savings			
	1st Bank Liquid Asset	4.50%	1,546,472
	Colotrust	5.56%	10,702,066
	CSAFE	5.48%	6,812,858
Government Securities		3.82%	140,187,876
			<u>161,159,726</u>
Available Cash and Investments			<u><u>\$ 161,159,726</u></u>

\*\*Average monthly yield

## Expenditures

Department	2024 Budget	2024 Actual	2023 Actual
Source and treatment	\$ 7,562,105	\$ 1,022,157	\$ 1,150,611
Personnel	5,152,942	374,602	288,821
Engineering	318,660	30,972	3,626
Operations	1,388,700	40,422	37,977
Business office	805,700	64,235	50,595
IT and data	664,625	24,748	33,910
Human resources	34,200	150	-
Administration	1,005,770	283,766	226,384
Operating capital replacement	15,006,350	66,734	268,662
Non-operating expenses	82,071,278	91,965,705	2,232,684
	<u>\$ 114,010,330</u>	<u>\$ 93,873,492</u>	<u>\$ 4,293,270</u>



MSSB Account Summary

Functional Currency: USD 01/01/2024 - 01/31/2024

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ICAP-Fort Collins Loveland (83270)

Dated: 02/05/2024

Accounting

Balance Sheet Classification		
	Book Value	Market Value
Cash & Cash Equivalents	31,724,782.89	31,724,782.89
Short Term Investments	36,768,821.86	36,429,810.00
Long Term Investments	72,435,953.89	72,158,455.00
Accrued Interest Receivable	777,130.15	777,130.15
Equity	0.00	0.00
Alternative Investments	0.00	0.00
Total	141,706,688.80	141,090,178.04

Unrealized Gain/Loss	
Beginning Unrealized Gain/Loss	-731,860.51
Unrealized Gain	79,089.63
Unrealized Loss	-695,600.39
Net Unrealized Gain/Loss	-616,510.76
Change Unrealized Gain/Loss	115,349.75

Interest Income Detail		
	Tax Exempt	Taxable
Beginning Accrued	0.00	794,196.61
Purchased Accrued	0.00	41,105.56
Sold Accrued	0.00	0.00
Coupons Received	0.00	447,472.37
Equity Dividends Received	0.00	0.00
Interest Accrued In Period	0.00	389,300.35
Other Income	0.00	0.00
Interest Income Total	0.00	389,300.35
Ending Accrued	0.00	777,130.15

Amortization/Accretion		
	Tax Exempt	Taxable
Beginning Amortized Cost	0.00	140,468,779.65
Purchases	0.00	10,257,844.41
Sales	0.00	9,879,901.12
Ending Amortized Cost	0.00	140,929,558.65
Amortization/Accretion	0.00	88,727.75

Realized Gain/Loss	
Realized Gain	0.00
Realized Loss	0.00
Realized Impairment Loss	0.00
Net Realized Gain/Loss	0.00
Realized Gains	-34,315.56

Performance

Summary		
	Actual	Annualized
Income Return	0.32%	3.82%
Price Return	0.08%	0.97%
Total Return	0.40%	4.82%

Market Value	
Daily Average Market Value	140,721,812.72
Beginning Market Value	140,531,115.75
Ending Market Value	141,090,178.04
Change In Market Value	559,062.29

Transactions

Purchases/Sales/Maturities/Redemptions				
	Purchases	Sales	Maturities	Redemptions
Cash & Cash Equivalents	-6,453,364.41	3,879,901.12	0.00	0.00
Short Term Marketable Securities	0.00	0.00	6,000,000.00	0.00
Long Term Marketable Securities	-3,804,480.00	0.00	0.00	0.00
Equities	0.00	0.00	0.00	0.00
Funds	0.00	0.00	0.00	0.00
Alternative Investments	0.00	0.00	0.00	0.00
Total	-10,257,844.41	3,879,901.12	6,000,000.00	0.00

Cash Transfers	0.00
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Security Transfers	
Transfers In	0.00
Accrued Transfers In	0.00
Transfers Out	0.00
Accrued Transfers Out	0.00
Total	0.00

Risk

Summary	
Purchase Yield	3.394
Duration (Years)	0.954
Duration (Days)	348
WAM (Effective)	1.002
WAM (Days)	366.000
Avg Credit Rating	AAA/Aaa/AAA

Duration	
0-90 Days	29.94
90-180 Days	7.35
180-365 Days	12.85
1-2 Years	41.45
Over 2 Years	8.41

Credit Ratings	
AAA/Aaa	100.00
AA/Aa	0.00
A/A	0.00
BBB/Baa	0.00
Non-Invest	0.00
Not Rated	0.00

Sectors	
Cash	22.49
Government	71.82
Agency	2.95
Municipal	0.00
Corporate	2.74
Asset Backed	0.00
Mortgage Backed	0.00
Equity	0.00



**FORT COLLINS - LOVELAND WATER DISTRICT  
SCHEDULE OF REVENUE AND EXPENDITURES -  
BUDGET vs ACTUAL**

	Approved Budget	Actual - Budgetary Basis	Variance Under Budget (Over Budget)	Percentage of Budget
<b>Revenue</b>				
<b>Operating Revenue</b>				
Metered revenue	\$ 17,374,088	\$ 717,455	\$ 16,656,633	4.13%
Water sales - construction	475,000	29,490	445,510	6.21%
Town of Windsor	466,438	76,599	389,839	16.42%
Water rental	200,000	-	200,000	0.00%
Miscellaneous income	175,000	119,123	55,877	68.07%
Property Tax (1.500 mills)	1,706,955	7,470	1,699,485	0.44%
Total operating revenue	20,397,481	950,137	(19,447,344)	4.66%
<b>Non-Operating Revenue</b>				
Interest on investments	2,600,000	689,226	1,910,774	26.51%
Tap fees (water)	19,200,000	2,712,885	16,487,115	14.13%
Tap fees (PIF)	6,800,000	1,010,261	5,789,739	14.86%
Meter fees	166,000	27,175	138,825	16.37%
Total non-operating revenue	28,766,000	4,439,548	(24,326,452)	15.43%
Total revenue	49,163,481	5,389,685	(43,773,796)	10.96%
<b>Expenses</b>				
<b>Source and Treatment</b>				
Assessments	1,650,000	733,199	916,801	44.44%
Soldier Canyon	3,230,151	210,000	3,020,151	6.50%
City of Loveland	30,000	-	30,000	0.00%
City of Fort Collins - Water Sale IGA	2,606,954	78,958	2,527,996	3.03%
Other water districts	15,000	-	15,000	0.00%
Water resource consulting	30,000	-	30,000	0.00%
Total source and treatment	7,562,105	1,022,157	6,539,948	13.52%
<b>Personnel</b>				
Wages	3,860,000	247,178	3,612,822	6.40%
Overtime & on-call pay	96,500	7,928	88,572	8.22%
Payroll taxes	308,800	19,844	288,956	6.43%
Medical insurance	452,542	51,439	401,103	11.37%
Life insurance	57,000	9,163	47,837	16.07%
Retirement	231,600	14,138	217,462	6.10%





**FORT COLLINS - LOVELAND WATER DISTRICT  
SCHEDULE OF REVENUE AND EXPENDITURES -  
BUDGET vs ACTUAL**

	<b>Approved Budget</b>	<b>Actual - Budgetary Basis</b>	<b>Variance Under Budget (Over Budget)</b>	<b>Percentage of Budget</b>
Worker's compensation ins	15,000	17,690	(2,690)	117.93%
Education & training	60,000	947	59,053	1.58%
Cell phone service	16,000	1,617	14,383	10.11%
Safety program	26,000	777	25,223	2.99%
Uniforms	15,000	1,458	13,542	9.72%
Employee awards & recognition	6,500	1,958	4,542	30.12%
Recruiting & onboarding	5,000	42	4,958	0.84%
Dues & subscriptions	2,000	423	1,577	21.15%
Travel	1,000	-	1,000	0.00%
<b>Total personnel</b>	<b>5,152,942</b>	<b>374,602</b>	<b>4,778,340</b>	<b>7.27%</b>
<b>Engineering</b>				
Consulting	235,000	1,089	233,911	0.46%
Fuel	6,000	471	5,529	7.85%
Miscellaneous	1,500	286	1,214	19.05%
R & M - equipment	10,000	-	10,000	0.00%
R & M - vehicles	4,000	2,202	1,798	55.06%
Software maintenance	56,160	25,000	31,160	44.52%
Supplies	6,000	1,925	4,075	32.08%
<b>Total engineering</b>	<b>318,660</b>	<b>30,972</b>	<b>287,688</b>	<b>9.72%</b>
<b>Operations</b>				
R & M - lines & equipment	415,000	8,362	406,638	2.01%
R & M - tank cleaning	160,000	-	160,000	0.00%
Fuel	40,000	2,350	37,650	5.87%
Office supplies	2,000	-	2,000	0.00%
R & M - vehicles	45,000	359	44,641	0.80%
Supplies	10,000	1,317	8,683	13.17%
Utilities - pump stations	250,000	19,368	230,632	7.75%
Potholing	50,000	-	50,000	0.00%
R & M - remote facilities	220,000	1,015	218,985	0.46%
Telemetry	112,200	7,489	104,711	6.67%
Consulting	60,000	-	60,000	0.00%
Software maintenance	24,500	163	24,337	0.66%
<b>Total operations</b>	<b>1,388,700</b>	<b>40,422</b>	<b>1,348,278</b>	<b>2.91%</b>



**FORT COLLINS - LOVELAND WATER DISTRICT  
SCHEDULE OF REVENUE AND EXPENDITURES -  
BUDGET vs ACTUAL**

	Approved Budget	Actual - Budgetary Basis	Variance Under Budget (Over Budget)	Percentage of Budget
<b>Business office</b>				
Bank service charges	45,000	2,410	42,590	5.36%
Miscellaneous expense	500	-	500	0.00%
On-line bill processing	125,000	6,772	118,228	5.42%
Payroll processing	13,000	1,223	11,777	9.41%
Postage	71,000	6,328	64,672	8.91%
Printing	46,000	3,582	42,418	7.79%
Publications & notices	1,000	-	1,000	0.00%
R & M - office equipment	11,000	33	10,968	0.30%
Software maintenance	90,000	13,893	76,107	15.44%
Supplies	19,000	1,918	17,082	10.10%
Consulting	136,200	21,014	115,186	15.43%
Customer relations	6,000	176	5,824	2.93%
Water conservation	100,000	-	100,000	0.00%
Meter hosting service	50,000	-	50,000	0.00%
Water quality testing	45,000	3,580	41,420	7.96%
Utility locates	30,000	2,612	27,388	8.71%
Fuel	13,000	694	12,306	5.34%
R & M - vehicles	4,000	-	4,000	0.00%
Total business office	805,700	64,235	741,465	7.97%
<b>IT and data</b>				
Consulting	596,000	20,863	575,137	3.50%
Security	25,525	845	24,680	3.31%
Telephone	25,000	2,960	22,040	11.84%
Software renewal and maintenance	17,100	-	17,100	0.00%
Supplies	1,000	80	920	8.00%
Total IT and data	664,625	24,748	639,877	3.72%
<b>Human resources</b>				
Consulting	30,000	-	30,000	0.00%
Software renewal and maintenance	1,200	-	1,200	0.00%
Supplies	3,000	150	2,850	5.00%
Total human resources	34,200	150	34,050	0.44%



**FORT COLLINS - LOVELAND WATER DISTRICT  
SCHEDULE OF REVENUE AND EXPENDITURES -  
BUDGET vs ACTUAL**

	Approved Budget	Actual - Budgetary Basis	Variance Under Budget (Over Budget)	Percentage of Budget
<b>Administration</b>				
Directors' fees	14,400	1,000	13,400	6.94%
Directors' payroll taxes	1,150	79	1,072	6.83%
Directors' expense	15,000	806	14,194	5.37%
Audit & consulting fees	27,500	-	27,500	0.00%
Collection fees	18,748	(0)	18,748	0.00%
Consulting	50,000	-	50,000	0.00%
Contingency	15,000	928	14,072	6.19%
Dues & subscriptions	13,950	-	13,950	0.00%
Insurance - liability	78,480	132,402	(53,922)	168.71%
Insurance - property	120,042	105,213	14,829	87.65%
Janitorial service	20,000	1,841	18,159	9.21%
Legal	250,000	21,020	228,980	8.41%
Miscellaneous expenses	100	-	100	0.00%
R & M - administration building	250,000	7,847	242,153	3.14%
Utilities - admin building	40,000	2,998	37,002	7.50%
Fuel	7,000	304	6,696	4.34%
R & M - vehicles	4,000	-	4,000	0.00%
Leased office space	80,400	9,328	71,072	11.60%
<b>Total administration</b>	<b>1,005,770</b>	<b>283,766</b>	<b>722,004</b>	<b>28.21%</b>
 Operating expenses before operating capital replacement	 <b>16,932,702</b>	 <b>1,841,052</b>	 <b>15,091,650</b>	
 Operating income (loss) before operating capital replacement	 <b>3,464,779</b>	 <b>(890,915)</b>	 <b>4,355,694</b>	
<b>Operating Capital Replacement</b>				
Source & treatment - operating	910,000	-	910,000	0.00%
Meters - operating	299,650	23,407	276,243	7.81%
Distribution - operating	12,078,000	16,794	12,061,206	0.14%
Operations equipment	316,700	8,900	307,800	2.81%
Office & engineering equipment	292,000	17,634	274,366	6.04%
Building improvements - operating	1,110,000	-	1,110,000	0.00%
 Total operating capital replacement	 <b>15,006,350</b>	 <b>66,734</b>	 <b>14,939,616</b>	 <b>0.44%</b>



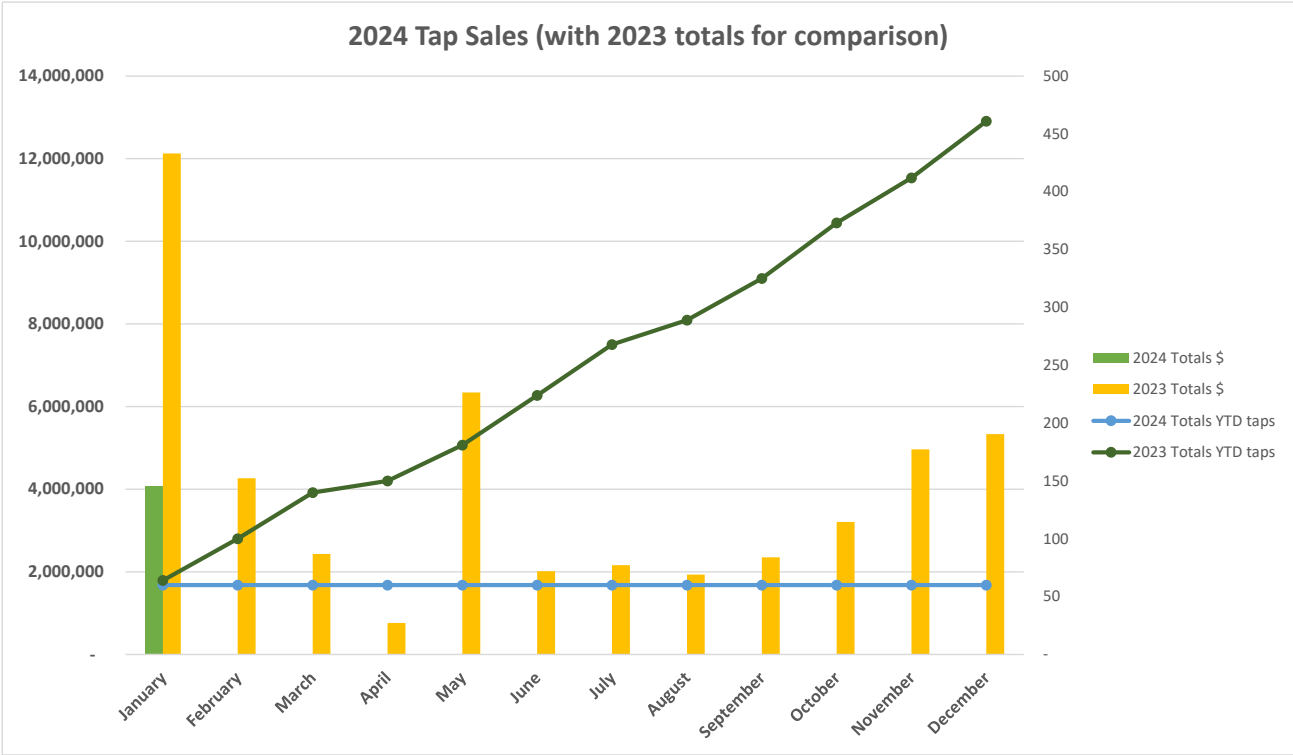
**FORT COLLINS - LOVELAND WATER DISTRICT  
SCHEDULE OF REVENUE AND EXPENDITURES -  
BUDGET vs ACTUAL**

	<b>Approved Budget</b>	<b>Actual - Budgetary Basis</b>	<b>Variance Under Budget (Over Budget)</b>	<b>Percentage of Budget</b>
Total operating expenses	31,939,052	1,907,786	30,031,265	5.97%
Operating income (loss)	(11,541,571)	(957,649)	(10,583,922)	
<b>Non-Operating Expenses</b>				
Interest on CWCB notes	5,597	-	5,597	0.00%
Debt service - CWCB notes	11,989	-	11,989	0.00%
Interest on bonds (2023 issue)	3,594,792	-	3,594,792	0.00%
Debt service - 2023 issue	3,070,000	-	3,070,000	0.00%
Source & treatment	2,350,000	-	2,350,000	0.00%
Water projects / acquisitions	15,915,000	91,398,266	(75,483,266)	574.29%
Water storage	2,615,100	1,134	2,613,966	0.04%
Meters	498,800	60,690	438,110	12.17%
Distribution	54,010,000	505,615	53,504,385	0.94%
Total non-operating expenses	82,071,278	91,965,705	(9,894,427)	112.06%
Total expenses	114,010,330	93,873,492	20,136,838	82.34%
Nonoperating income (loss)	(53,305,278)	(87,526,158)	34,220,880	
<b>Net Income (Loss)</b>	<b>\$ (64,846,849)</b>	<b>\$ (88,483,807)</b>	<b>\$ (23,636,958)</b>	



January 31, 2024

Tap Sales



	Water Purchased		Water Provided		City Water		2024 Totals			2023 Totals		
	# of taps	\$	# of taps	\$	# of taps	\$	# of taps	\$	YTD taps	# of taps	\$	YTD taps
January	59	4,057,240	1	13,021	-	-	60	4,070,261	60	64	12,125,631	64
February			-	-	-	-	-	-	60	36	4,266,293	100
March			-	-	-	-	-	-	60	40	2,430,549	140
April			-	-	-	-	-	-	60	10	759,955	150
May			-	-	-	-	-	-	60	31	6,339,743	181
June			-	-	-	-	-	-	60	43	2,013,068	224
July			-	-	-	-	-	-	60	44	2,160,416	268
August			-	-	-	-	-	-	60	21	1,933,897	289
September			-	-	-	-	-	-	60	36	2,353,585	325
October			-	-	-	-	-	-	60	48	3,208,643	373
November			-	-	-	-	-	-	60	39	4,965,457	412
December			-	-	-	-	-	-	60	49	5,332,087	461
Totals	59	4,057,240	1	13,021	-	-	60	4,070,261		461	47,889,322	



Memorandum

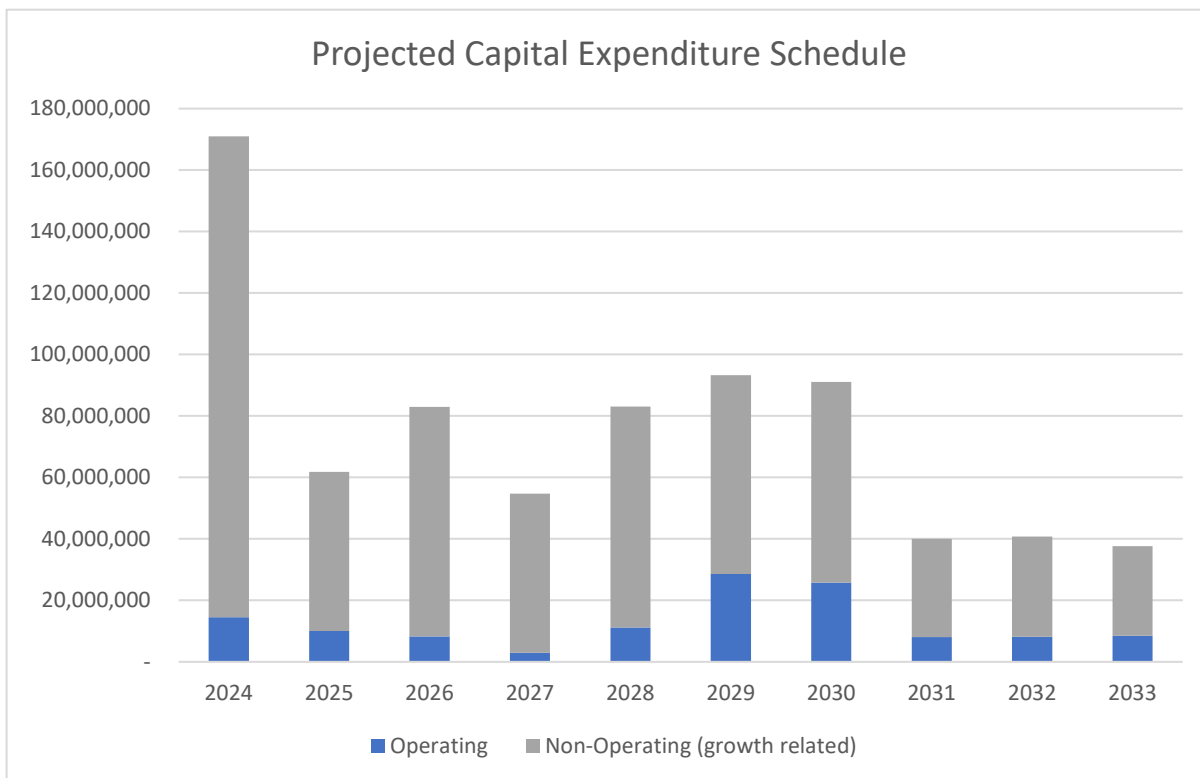
DATE: 2/1/2024  
TO: Chris Pletcher, General Manager  
FROM: Amanda Proctor, Finance Director  
RE: Projected Capital Expenditures

For planning and forecasting purposes, the projected capital expenditure schedule has been updated. The projected items are for the next ten years, and are as up to date as possible with the information staff has today.

Definitions:

**Operating** - items related to current customers. Items that need repair, replacement, or upgraded due to changing regulations.

**Nonoperating** - items related to future customers. Items that need to be added, upsized, or acquired due to the number of taps or system size.



In the next 24 months, here are a few larger projects that the District is planning on:

- Purchase of raw water supply
- Expansion of Trilby water tank
- Zone 5 transmission project
- Western Backbone transmission project

**FORT COLLINS-LOVELAND WATER DISTRICT****Distributions****January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91499	AED EVERYWHERE, INC.	SNEAD AED 2ND ANNUAL FEE	25.00
91500	ALL COPY PRODUCTS, INC.	BIZHUB PRINTER_OPERATIONS, OFFICE, ENGINEERING	799.95
91501	ARAMARK	RESTROOM SERVICE, MAT NYLON/RUBBER, SCRAPER MAT, SERVICE CHARGE	254.64
91502	VOID	VOID	0.00
91503	BECKER SAFETY & SUPPLY	DISTRICT LOGO APPAREL_VIGIL	93.00
91504	BOMGAARS	UNIFORMS_MYHRE, HOSE ADAPTER	204.94
91505	CITY OF GREELEY	EWP PHASE 2 AND 3 (REIMBURSEMENT #8)	1,461.11
91506	COMCAST	COMCAST MONTHLY SERVICE	465.66
91507	CONNELL RESOURCES	AIRPORT TRANSMISSION_GIESLER & RIOS & ROBERTS, TRILBY TANK EXPANSION_GIESLER, POTHOLE EXPENSE	12,287.50
91508	DANA KEPNER COMPANY	3" OMNI METER CHAMBER, 3/4" METER RUBBER GASKETS	2,630.00
91509	DATAPRINT SERVICES, LLC	POSTAGE FOR FCLWD, PRINTING FOR FCLWD	3,318.74
91510	DISCOUNTCELL, INC	PEPLINK MAX BR1 MINI MODEM, M2M MIMO ANTENNA	4,493.00
91511	EANALYTICS LABORATORY LLC	WATER QUALITY TESTING-RIVERBEND	140.00
91512	CITY OF FORT COLLINS	WATER PROVIDED TO FCLWD CUSTOMERS, CHARGE FOR POTABLE WATER	77,918.59
91513	GRAY MATTER SYSTEMS, LLC	PS GMS SERVICES	40,145.00
91514	LIZA HAYDEN	DECEMBER MILEAGE	39.04
91515	INDUSTRIAL CHEMICALS	CROSSROADS- 55 G DRUM-SODIUM HYPOCHLORITE, TIMNATH TANK-55 G DRUM-SODIUM HYPOCHLORITE, FINANCE CHARGE	502.68
91516	LARIMER COUNTY SOLID WASTE	RUBBLE COMMERCIAL	259.50

**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91517	LOVELAND BARRICADE, LLC	TRAFFIC CONTROL 809 E 57TH ST	1,241.00
91518	NG COMPANIES	WEITZEL-HYDROVAC TRUCK, DUMP DISPOSAL FEE, FRESH WATER	3,550.00
91519	WESTWATER RESEARCH LLC	IMPLEMENT WATER ACQUISTION STRATEGY, 1HR 15MIN ON-CALL SERVICE	10,406.25
91520	WESTERN STATES LAND SERVICES LL	LARIMER CNTY TANK SITE_KA&SA, TELECOM, ALKIRE FARMS REAL LAND APPRAISAL_JD&SA, SURVEY, MAPPING, LEGAL DESC	10,944.94
91521	ZAYO	DECEMBER PHONE BILL	1,029.88
91522	CREW GENERAL CONTRACTORS, INC.	HYDRANT DEPOSIT REFUND	500.00
91523	AVI ENGINEERING PLANNING SURVEYING	ZONE 5 HORSETOOTH & WATERMAIN MASTER PLAN ALIGNMENTS, PROJECT ADMINISTRATION, UTILITY LOCATES & TOPOGRAPHIC SURVEY, 30% DESIGN	13,996.00
91524	AYRES ASSOCIATES INC.	RUBY DRIVE WATER VALVE INVESTIGATION	750.00
91525	CONNELL RESOURCES	MOORE LANE LEAK_LABOR, OWNED EQUIPMENT, INTERNAL/OUTSIDE MATERIALS, ZONE 5 TRANSMISSION PH2 HORSEMAN, TROUTMAN_ GIESLER/RIOS/ROBERTS, WESTERN BACKBONE PH1_TAFT HILL-HORSETOOTH TO HARMONY, ZONE 5 WATERLINE PH1_MANHATTAN/TANAGER/ TROUTMAN, WESTERN BACKBONE TRANSMISSION PH2_TAFT HILL-NORTH/WEST TO OVERLAND TRL_GIESLER/ RIOS/ROBERTS, POTHOLE EXPENSE/TEST HOLD/PIPE ASSES.	1,365,233.71



**FORT COLLINS-LOVELAND WATER DISTRICT****Distributions****January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91526	VOID	VOID	0.00
91527	CONVERGINT TECHNOLOGIES LLC	SECURITY SOFTWARE MAINTENANCE RENEWAL	5,114.16
91528	CYBER74, LLC	JANUARY 2024 TUNGSTEN COMPLETE	5,250.00
91529	DANA KEPNER COMPANY	NL WATTS 3/4" PRESSURE REDUCING VALVE, FORD REGULATOR ADAPTER, 20" CASTINGS W32 CI METER PIT COVER W/ RECESSED LID	548.00
91530	DATAPRINT SERVICES, LLC	POSTAGE FOR FCLWD, PRINTING FOR FCLWD	2,398.83
91531	VOID	VOID	0.00
91532	FORT COLLINS LOVELAND WATER DISTRICT	WATER SERVICE AT 4100 S TAFT HILL RD	24.79
91533	FORT COLLINS CONNEXION	INTERNET SERVICE FOR SNEAD	429.90
91534	GREYSTONE TECHNOLOGY	JANUARY 2024 CLOUD SERVICES AGREEMENT	10,567.00
91535	HDR ENGINEERING INC.	WESTERN BACKBONE_ PROFESSIONAL SERVICES, EXPENSES	23,330.27
91536	CITY OF LOVELAND	ELECTRIC AT 150 W 71ST ST	529.24
91537	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	648.57
91538	UTILITY NOTIFICATION CENTER	RTL TRANSMISSIONS, POSITIVE RESPONSE RE-NOTIFICATIONS	1,923.39
91539	VERIZON CONNECT FLEET USA LLC	FLEET GPS SERVICE-FCLWD	727.45
91540	WEX BANK	ENGINEERING FUEL, OPERATION FUEL, ADMIN FUEL, BUS. OFFICE FUEL	3,321.22

**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91541	WILLIAMS SCOTSMAN, INC.	60X24 MODULAR, RENTAL TAX, PREMIUM CONFERENCE PACKAGE T2, PROF. WORKSTATION PACKAGE T2, L- DESK, ADA/IBC RAMP, PREM. OFFICE PACKAGE T2, RESTROOM W/1X WEEKLY SERVICE	3,411.00
91542	JAMES BORLAND	DIRECTORS' FEES	92.35
91543	WILLIAM DIETERICH	DIRECTORS' FEES	92.35
91544	PETER O'NEILL	DIRECTORS' FEES	92.35
91545	STEPHEN W SMITH	DIRECTORS' FEES	92.35
91546	DENIS SYMES	DIRECTORS' FEES	92.35
91547 - 91586	CUSTOMER REFUNDS	OVERPAYMENT REFUNDS	2,527.75
91587	AFFORDABLE ROOFING, INC.	ROOFING REPAIRS/ STRUCTURES EXTERIOR	5,250.00
91588	AMAZON CAPITALSERVICES	COFFEE STIRS, INDOOR SHRINK WINDOW KIT, TAPE DISPENSER, SCOTCH TAPE-6 ROLLS, HDMI CABLES, WALL CALENDAR_BOARD AND CONFERENCE ROOM, HEATER- FIELD SERVICES, HAND TOWEL ROLLS, POPCORN BAGS, OFFICE DESK SUPPLIES	504.22
91589	VOID	VOID	0.00
91590	ANTHEM BC/BS	FCLWD MEDICAL COVERAGE_2.1.24-3.1.24	46,797.03
91591	ARAMARK	RESTROOM SERVICE, MAT NYLON/RUBBER, SCRAPER MAT, SERVICE CHARGE	256.62
91592	VOID	VOID	0.00
91593	ARC, INC.	JANITORIAL SERVICES FOR 5150 SNEAD, JANITORIAL SERVICE FOR TRAILER, JANITORIAL SERVICE FOR ADDTL TRAILER	1,145.03

**FORT COLLINS-LOVELAND WATER DISTRICT****Distributions****January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91594	AVI ENGINEERING PLANNING SURVEYING	ZONE 5 MANHATTAN PHASE_CONSTRUCTION SUPPORT SERVICES_LITHOS/AVI, SURVEYING SERVICES	50,351.40
91595	BECKER SAFETY & SUPPLY	UNIFORMS_GUERRA, UNIFORMS_VILLALOBOS, UNIFORMS_LOWE	343.00
91596	BOMGAARS	UNIFORMS_GUERRA, MILK HOUSE HEATER, BOOTS_DRINNEN	529.73
91597	CD ENGINEERING, INC.	DEVELOPMENT REVIEW CONTRACT ENGINEERING SERVICES_ENGINEER II/PROJECT MANAGER	2,042.00
91598	COLLINS COLE FLYNN WINN ULMER	FCLWD GENERAL FEES	12,571.00
91599	CONNELL RESOURCES	WESTERN BACKBONE PH 1_TAFT HILL-HORSETOOTH TO HARMONY	252,374.76
91600	CORE & MAIN LP	VALVE BOX RISER CASTINGS	367.38
91601	DANA KEPNER COMPANY	1.5" OMNI C2 METERS	46,500.00
91602	DATA WEST	TECH SUPPORT BILLABLE HOURS_IP ADDRESS UPDATE	180.00
91603	DATAPRINT SERVICES, LLC	POSTAGE FOR FCLWD, PRINTING FOR FCLWD	2,036.04
91604	ELEVATED FIRE SUPPLY	SINGLE SURFACE MOUNT LIGHT BACK HOUSING	180.00

**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91605	FIRSTBANK	ED CLASSES-DRINNEN, ETHICS CLASS, SCADA TRAINING A. HARRIS, OPERATOR 1 EXAM-SANDEVAL, 10 & 5 YEAR PLAQUES, EMPLOYEE HOLIDAY EVENT, GIFT CARDS & TAGS, CPA LICENSE RENEWAL, PRU BARS FOR INSPECTOR, GEOTOOLS & CADPOWER UPGRADE, OPERATIONS TOOLS, KITCHEN SUPPLIES, FILE CABINET, OPERATION MEETING BREAKFAST, MONTHLY MARKETING SERVICE & WEBSITE MONITORING, OFFICE MUSIC, START-UP DIGITAL PLATFORM, BIRTHDAY CARD, FACEBOOKS ADS, BOARD HOLIDAY EVENT, SECURITY, BIRTHDAY TREAT, BOARD MEETING FOOD, FLORAL BOUQUET, MEETING LUNCH, OFFICE SUPPLIES, PIZZA WITH PLETCHER, SAFTY MEETING BREAKFAST	8,022.82
91606	VOID	VOID	0.00
91607	VOID	VOID	0.00
91608	CITY OF FORT COLLINS UTILITIES	ELECTRIC AT 1093 S OVERLAND TRL	6,038.86
91609	CITY OF FORT COLLINS	HARMONY AND ROCK CREEK CONNECTIONS-14.90 MG, CHARGE FOR POTABLE WATER	118,504.41
91610	JESUS GARCIA	FIREPLACE STONE DAMAGE AGREEMENT_ZONE 5 PROJECT	150.00
91611	GRAY MATTER SYSTEMS, LLC	MONTHLY MAINTENANCE SUPPORT	7,350.00
91612	GREYSTONE TECHNOLOGY	ONSITE ON-DEMAND SUPPORT	1,000.00
91613	NCR PAYMENT SOLUTIONS, FL, LLC	CREDIT CARD/E-CHECK PROCESSING FEES_DEC 2023	7,987.42
91614	KANSAS CITY LIFE	DENTAL BENEFITS	2,679.07

**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91615	LAND TITLE GUARANTEE COMPANY	ESCROW HOLDERS FEE_SECTION B OF AGREEMENT	750.00
91616	LARIMER COUNTY SOLID WASTE	RUBBLE COMMERCIAL	519.00
91617	LINCOLN FINANCIAL GROUP	LTD/STD/LIFE/ADD_JAN&FEB 2024	9,162.68
91618	LYONS GADDIS	FCLWD GENERAL FEES	11,693.56
91619	MMS ENVIRONMENTAL LABS	TOTAL COLIFORM TESTING	1,820.00
91620	NORTHERN COLO WATER CONSERVANCY	ANNUAL AMOUNT EXCHANGED IN ACRE-FOOT:204_RATE PER ACRE-FOOT_CHARGES FOR 2023	1,134.24
91621	VOID	VOID	0.00
91622	PIPESTONE EQUIPMENT	PRV CLASS-NOV 6, 2023_CARLOS MEDINA	600.00
91623	REPUBLIC SERVICES #642	WASTE SERVICES	280.73
91624	STEPHEN W SMITH	FOUR STATES IRRIGATION COUNCIL ANNUAL MEETING	206.00
91625	SOLDIER CANYON WATER TREATMENT AUTHORIT	WATER PURCHASED, WATER RESOURCES, NCWCD O&M FOR WINTER DEL.	176,826.17
91626	WESTWATER RESEARCH LLC	IMPLEMENT WATER ACUISTION STRATEGY, SUPPORT WATER RESOURCE STRATEGIC PLANNING AND ACQUISITION	11,706.25
91627	WILLIAMS SCOTSMAN, INC.	SINGLE STORY-20'X24' FLEX CPX, PERSONAL PROPERTY EXPENSE, LG. FORMAT FLEW WINDOW, ADA/IBC STEPS W/ CANOPY, PROF. ENTRANCE-STEPS W/ CANOPY, CONFERENCE TABLE 6FT X 3.5FT, DOOR STOP 3' ROUND TABLE	2,212.30
91628	WILDROCK PUBLIC RELATIONS & MARKETING	COBB LAKE HOURLY PROJECT, HOA RESEARCH, MONTHLY SERVICES	13,496.00

**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91629	XEROX CORPORATION	BASE CHARGE, BLACK METER CHARGE, COLOR METER CHARGE	347.66
91630	JAMES BORLAND	DIRECTORS' FEES	92.35
91631	WILLIAM DIETERICH	DIRECTORS' FEES	92.35
91632	PETER O'NEILL	DIRECTORS' FEES	92.35
91633	STEPHEN W SMITH	DIRECTORS' FEES	92.35
91634	DENIS SYMES	DIRECTORS' FEES	92.35
91635	NORTHERN WATER	20TH INTERIM AGREEMENT_SEE 1.17.24 BOARD MINUTES FOR APPROVAL	2,320,500.00
91636 - 91638	CUSTOMER REFUNDS	OVERPAYMENT REFUNDS	129.64
91639	AED EVERYWHERE, INC.	AED ANNUAL FEE_2 EQUIPMENT AEDS, STATUS APP REGISTRATION	50.00
91640	AFLAC	AFLAC COVERAGE-DECEMBER	213.93
91641	AMAZON CAPITALSERVICES	2 PACK APPLE WIRED EARBUDS, 2 PACK HEADPHONE ADAPTER, ENERGIZER BATTERIES, ECOSMART LED LIGHT BULB 4-PK, NOTEBOOK 4-PK, HDMI WIRLESS DISPLAY ADAPTER RECEIVER, 2 PACK POWER STRIP SURGE PROTECTOR	349.87
91642	AT & T MOBILITY	DISTRICT CELL PHONES & OTHER DEVICES, SECURITY, TELEMETRY	2,600.43
91643	AVI ENGINEERING PLANNING SURVEYING	ZONE 5_HORSETOOTH PHASE_MASTER PLAN ALIGNMENTS, PROJECT ADMINISTRATION, UTILITY LOCATES & TOPOGRAPHIC SURVEY, 30% DESIGN, UTILITY POTHOLES (ESTIMATE)	51,659.25
91644	BECKER SAFETY & SUPPLY	UNIFORMS_DRINNEN, UNIFORMS_DASH	260.00
91645	VOID	VOID	0.00
91646	CD ENGINEERING, INC.	DEVELOPMENT REVIEW CONTRACT_ENGINEER II/PROJECT MANAGER	674.00

**FORT COLLINS-LOVELAND WATER DISTRICT****Distributions****January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91647	COLLINS COMMUNICATIONS	TIMNATH TANK SERVICE CALL-FIX CONNECTOR ON COAX, HORETOOTH MOUNTAIN DMR REPEATER SERVICE	197.00
91648	COLORADO ANALYTICAL LAB	HAA5 TESTING, TTHM TESTING	1,760.00
91649	CONNELL RESOURCES	WESTERN BACKBONE PH1_TAFT HILL-HORSETOOTH TO HARMONY	19,078.86
91650	ENVIROTEST SYSTEMS CORP.	EMISSIONS TESTING_VIN:1GCNKPEC0FZ326266_TRUCK 1108, VIN: 1GC0KUEG3FZ540275_TRUCK 1107, VIN: 1FTSX21538EB25615_TRUCK 1100	75.00
91651	CITY OF FORT COLLINS UTILITIES	ELECTRIC AT 3103 E HARMONY RD MASTER, ELECTRIC AT 5101 ZIEGLER RD PUMP, ELECTRIC AT 4100 S TAFT HILL RD PUMP	2,944.43
91652	FUZION FIELD SERVICES, LLC	PT STANDARD MONTHLY RENTAL	120.00
91653	WW GRAINGER, INC.	REPLACEMENT BUMPER, LEVER DOOR HOLDER, BLUE MARKING PAINT FOR LOCATES	183.97
91654	HDR ENGINEERING INC.	DESKTOP ASSESSMENT CONSULTING, LONGVIEW PUMP STATION, WESTERN BACKBONE, WESTERN BACKBONE-SURVEY & UTILITY LOCATES, PROFESSIONAL SERVICES	68,414.21
91655	JAMES PEST CONTROL	PEST TREATMENT	75.00
91656	JAX, INC.	UNIFORM_JEANS_VILLALOBOS	154.93
91657	NCR PAYMENT SOLUTIONS, FL, LLC	MONTHLY ECHECK/CREDIT CARD PAYMENT PROCESSING_NOVEMBER 2023	10,718.08

**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91658	CITY OF LOVELAND	ELECTRIC AT 6900 N BOYD LAKE AVE, ELECTRIC AT 3951 E COUNTY ROAD 30, ELECTRIC AT 7450 E CROSSROADS BLVD WTANK	5,667.91
91659	SAM LOWE	AWWA ANNUAL MEMBERSHIP DUES	263.00
91660	RAFTELIS	PROFESSIONAL FEES, TECHNOLOGY & COMMUNICATIONS CHARGE	2,002.50
91661	RESPEC COMPANY, LLC.	TRILBY TANK EXPANSION TO#02 PRELIMINARY DESIGN_PROJECT MANAGEMENT/COORDINATION, DISTRIBUTION PIPELINE-30% DESIGN, TANK STRUCTURAL-30% DESIGN, TANK SITE CIVIL 60% DESIGN, TRILBY TANK EXPANSION-PRELIM DESIGN_PROJECT MANAGEMENT/COORDINATION, BLAST VIBRATION MONITORING & ADD'L GEOTECHNICAL	46,819.15
91662	ROCKY MOUNTAIN BOTTLED WATER	5 GAL PURIFIED WATER, DELIVERY CHARGE	31.42
91663	SPWRAP	2024 ANNUAL DUES	24,846.90
91664	UTILITY NOTIFICATION CENTER	RTL TRANSMISSIONS, POSITIVE RESPONSE RE-NOTIFICATIONS	387.00
91665	WILSON & COMPANY, INC.	WESTERN BACKBONE WL PH1 CM SERVICES_CONTRUCTION MANAGEMENT SERVICES	14,079.00
91666	BOMGAARS	UNIFORM_BOOTS_VILLALOBOS	236.88
91667 - 91673	CUSTOMER REFUNDS	OVERPAYMENT REFUNDS	395.04
91674	AFLAC	AFLAC COVERAGE-JANUARY	142.62
91675	ALL COPY PRODUCTS, INC.	KONICA MINOLTA BIZHUB PRINTER-BLACK & COLOR- OPERATIONS/OFFICE/ENGINEERING	1,220.21



**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91676	AMAZON CAPITALSERVICES	AVERY PRINTABLE BUSINESS CARDS, HEAVY DUTY CLEAR BADGES, STORAGE CABINET FOR SCADA TOWER	142.13
91677	ARAMARK	RESTROOM SERVICE, MAT NYLON/RUBBER, SCRAPER MAT, SERVICE CHARGE	258.60
91678	VOID	VOID	0.00
91679	BOMGAARS	JEANS_BLAISDELL, PANTS_KUNZIE, BOOTS_COONTZ	431.12
91680	COMCAST	FEBRUARY 2024 INTERNET SERVICE	455.51
91681	DANA KEPNER COMPANY	3/4" METERS	37,440.00
91682	DATAPRINT SERVICES, LLC	POSTAGE FOR FCLWD, PRINTING FOR FCLWD	2,988.27
91683	DISCOUNTCELL, INC	PEPLINK MODEMS, M2M MIMO LTE ANTENNA	2,128.00
91684	DERIK DRINNEN	AIRPORT ACCESS BADGE	25.00
91685	FORT COLLINS LOVELAND WATER DISTRICT	WATER SERVICE AT 5150 SNEAD DR, WATER SERVICE AT TIMNATH TANK	85.84
91686	FRONT RANGE RAYNOR	SHOP DOOR REPAIR	2,030.01
91687	CITY OF FORT COLLINS	WATER PROVIDED TO FCLWD CUSTOMERS	3,059.73
91688	GREYSTONE TECHNOLOGY	DEDICATED SCADA COMPUTER FOR OPS OFFICE, MINI DISPLAYPORT TO HDMI ADAPTER, CLOUD SERVICES_JANUARY, PRECISION 3460 SFF TOWER_PLETCHER, DELL MOBLIE PRECISION WORKSTATION 5680_PLETCHER	9,037.72
91689	HDR ENGINEERING INC.	AIRPORT PUMP STATION_PROFESSIONAL SERVICES	32,144.88
91690	LOVELAND FORD- LINCOLN	OIL CHANGE_VIN: 1FTMF1EP1PKE11742	85.15

**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
91691	MMS ENVIRONMENTAL LABS	TOTAL COLIFORM TESTING	1,820.00
91692	PITNEY BOWES, INC.	RED INK CARTRIDGE FOR DM100I	182.58
91693	SAFELITE FULFILLMENT, INC	WINDSHIELD REPLACEMENT_VIN: 1FTFX1E82PKE12137	1,036.92
91694	SOUTH FORT COLLINS SANITATION DISTRICT	SEWER AT 5150 SNEAD	93.75
91695	USAVISION	VISION COVERAGE	540.54
91696	ZAYO	JANUARY 2024 TELEPHONE SERVICE	1,069.27
91697 - 91705	CUSTOMER REFUNDS	OVERPAYMENT REFUNDS	1,397.66
ACH	POUDRE VALLEY REA 2389	ELECTRIC SERVICE FOR 8110 S CO RD 13	223.52
ACH	XCEL ENERGY	ELECTRIC AT 5800 E COUNTY ROAD 40	1,011.88
ACH	XCEL ENERGY	ELECTRIC AT 7903 COUNTY ROAD 40	131.50
ACH	POUDRE VALLEY REA 2389	ELECTRIC SERVICE FOR 2890 W TRILBY RD	28.08
ACH	POUDRE VALLEY REA 2389	ELECTRIC SERVICE FOR 2738 W CO RD 38E-PUMP STATION	545.38
ACH	XCEL ENERGY	ELECTRIC AT 5575 E COUNTY ROAD 26 UNIT VLT	161.36
ACH	POUDRE VALLEY REA 2389	ELECTRIC SERVICE FOR 2110 TRILBY RD	430.14
ACH	POUDRE VALLEY REA 2389	ELECTRIC SERVICE FOR 2890 W TRILBY RD	38.72
ACH	XCEL ENERGY	GAS AT 5150 SNEAD DR	888.94
ACH	XCEL ENERGY	ELECTRIC AT 1170 S OVERLAND TRL BLDG	31.56
ACH	CITY OF FORT COLLINS UTILITIES	ELECTRIC AT 5150 SNEAD DR	1,597.04
ACH	CITY OF FORT COLLINS UTILITIES	ELECTRIC AT 5603 S TIMBERLINE RD	311.92

**FORT COLLINS-LOVELAND WATER DISTRICT**

**Distributions**

**January 2024**

<b>Check #</b>	<b>Issued To</b>	<b>Description</b>	<b>Amount</b>
ACH	CITY OF FORT COLLINS UTILITIES	ELECTRIC AT 3211 ROCK CREEK DR	152.99
ACH	CITY OF FORT COLLINS UTILITIES	ELECTRIC AT 2825 SKIMMERHORN ST PUMP	155.15
ACH	CITY OF FORT COLLINS UTILITIES	ELECTRIC AT 6600 S COLLEGE AVE PUMP	65.49
WIRE		CARESTREAM 645 AF WATER PURCHASE	79,300,000.00
WIRE	WESTWATER RESEARCH LLC	WATER ACQUISITION COMMISSION	933,000.00
WIRE		WIRE FOR ALKAIRE FARMS PURCHASE	8,843,825.00
01/05/2024	Payroll		131,281.94
01/05/2024	Mission Square		14,063.02
01/19/2024	Payroll		131,385.72
01/19/2024	Mission Square		14,098.97
<b>Total</b>			<b>94,464,411.81</b>

# Fort Collins-Loveland Water District



To: Chris Pletcher, General Manager  
From: Amanda Proctor, Finance Director  
Date: 2/15/2024  
Re: Truck purchase

The District's goal is to replace fleet vehicles when they exceed both 10 years of age and 100,000 miles.

For 2024 there are four trucks that meet this criterion and need to be replaced. In addition, Engineering needs another vehicle with greater passenger capacity. To fulfill this need, the General Manager 2016 F-150 pickup truck will be transferred to Engineering and the District will purchase a SUV for the General Manager. (total of 5 vehicles to purchase)

I am requesting the purchase of 3 – F-150 regular cab trucks; 1 – F-250 Super Duty; 1 GMC Acadia. With the State of Colorado government purchasing agreement or the Ford Fleet discount applied depending on the vehicle, the costs range from \$40,855 to \$50,000 (before dealer handling fees). Total estimated purchase is \$221,775.

I am requesting authorization to complete this purchase, associated truck fit ups and any trade ins.

Budget Line Item:	8550 – Operations Equipment
Annual Budget:	\$316,700
Actual through 1/31/2024:	\$-0-
Requested Amount:	\$221,775
Vendor:	Loveland Ford, Loveland Buick GMC

5150 Snead Drive  
Fort Collins, Colorado 80525  
Phone: 970-226-3104  
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# Fort Collins-Loveland Water District



To: Chris Pletcher, General Manager  
From: Amanda Proctor, Finance Director  
Date: 2/9/2024  
Re: 2024 Tap Fee Analysis and Financial Model Update

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In 2023 the District conducted a rate study. Due to the amount of the recommendations, the Board directed staff to conduct further analysis.

The first step to this process is reviewing the tap fee schedules.

1. The calculated demand estimates adequately reflect new development requirements
2. The calculated PIF values are rationally related to the cost to service new development
3. The current fee structure equitably recovers the cost of new development
4. Review the existing structures and identify any changes in structure to enhance equity and cost recovery by the District

This step will culminate in a technical memorandum to document process, findings and recommendations.

The second step is to update the financial model created during the rate study with updated historical information, 2024 budget, and the updated capital improvement plan.

This step will culminate in a technical memorandum to document process, findings and recommendations.

With the issuance of the two technical memos, the Board and staff will have up to date information that will be used to discuss 2025 rates.

Budget Line Item:	7250 - Consulting
Annual Budget:	\$136,200
Actual through 1/31/2024:	\$29,614
Requested Amount:	\$ 59,220
Vendor:	Raftelis

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# Fort Collins-Loveland Water District



To: Chris Pletcher, General Manager  
From: Amanda Proctor, Finance Director  
Date: 2/9/2024  
Re: 2024 Slow the Flow Program

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Historically, the District has partnered with the City of Fort Collins to provide sprinkler checkups (formally sprinkler audits) to the District's customers. The City of Fort Collins notified the District that they will not be conducting sprinkler checkups for 2024 to anyone (including their utility customers). Therefore, the District contacted Resource Central, specifically the Slow the Flow program.

Slow the Flow provides sprinkler audits to residential and non residential customers. The cost per residential audit is \$148. Non residential audits are provided on an hourly basis and subsidized through Northern Water.

This is the perfect opportunity for the District to continue the sprinkler audit program, while also adding non residential sprinkler audits.

The recommendation is to offer 150 residential customer sprinkler audits (which matches the District's historic offering) and to provide a \$5,000 budget for non residential sprinkler audits (Northern Water will subsidized and increase the total non residential spend allocation to \$10,000).

The District will engage with WildRock to provide marketing to inform customers.

Budget Line Item:	7270 – Water Conservation
Annual Budget:	\$100,000
Actual through 1/31/2024:	\$-0-
Requested Amount:	\$ 27,200
Vendor:	Resource Central

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# Fort Collins-Loveland Water District



To: FCLWD Board of Directors

From: Chris Pletcher

Date: 1/16/2024

Re: Cobb Lake Public Relations & Administration Allocation Request

FCLWD is partnered with the Towns of Windsor, Severance and Eaton on the Cobb Lake Regional Water Treatment Authority (CLRWTA). The capacity share for FCLWD is 78% of the initial phase of design and construction. As a result of our majority cost responsibility, FCLWD is taking the lead on several critical items related to the new water treatment authority. This allocation request identifies funds to be used for Public Relations efforts to be performed by WildRock on behalf of the CLRWTA (carried by FCLWD), contract services for an Authority Manager (split equally among all partners), production costs for marketing materials for the Authority to be used in outreach efforts (carried by FCLWD), FCLWD legal review of CLRWTA Operating Agreement and Service Contracts (specific services on behalf of FCLWD), and miscellaneous incidentals related to meetings and travel.

The table below shows an estimated breakdown of the allocation request.

Allocations				
Project	Cobb Lake Public Relations & Administration			
Project Number	Cobb - 0001			
Estimated Timeline	10 months			
Allocation #	1			
Allocation Approval Date:	24.02.20			
Allocation Approval Amount:	\$ 100,000.00			
Item/Contingency/Risk	Allocation Amount		Entity	Comment
Authority Manager Contract	\$	40,000.00	Consultant	Estimate - Scoping in progress
WildRock Public Relations Contract	\$	40,000.00	Consultant	Estimate - Scoping in progress
Marketing Collateral Production	\$	5,000.00	Vendor	Estimate - Scoping in progress
Legal Services Specific to FCLWD	\$	10,000.00	Consultant	Time & Materials Retainer
Incidentals related to meetings and travel	\$	5,000.00	Authority	Meetings, stakeholder coordination, outreach, other fees, etc.
Allocation Request	\$	100,000.00		

## Recommendation:

We recommend Board approval to allocate \$100,000 for Cobb Lake Public Relations & Administration.

Budget Line Item: 9110 Capital Purchases

Annual Budget: \$2,350,000.00

Actual on 1/1/2024: \$ 0

Requested Amount: \$100,00.00

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# Fort Collins-Loveland Water District



To: FCLWD Board of Directors

From: Carlos Medina, PE – Civil Engineer III

Date: 2/20/2024

Re: Trilby Tank Expansion Project -Allocation Request #03

It has been identified that the FCLWD total finished water storage needs to be significantly increased in the coming five to ten years to better buffer current Maximum Day Demands of 25 MG. Previous studies identified an opportunity to expand storage near the existing Trilby Tank sites on the north side of Trilby Road near the future Larimer County Transfer Station Location. Storage at this location would increase the District's storage capacity by 6 MG.

Stakeholder communications with Larimer County continue to be encouraging, however the design team is still working towards the procurement of the proposed tank site and pipeline alignment easements. Engineering staff would like to get funds appropriated and approval to purchase the proposed project site and long lead time items associated with tank construction. Professional land valuations have been completed by both parties for the proposed 10 AC parcel and it came back with values of \$800,000 and \$980,000. Staff are still working through negotiations of the purchase price for the property. This allocation request will also allow staff to execute Task Order(s) to move forward with the procurement of long lead items and associated work that have the potential to hold up the start of construction. There are pending decision items that will affect the trajectory of the project and timing of ordering materials and this allocation will allow the team to make quick decisions and execute orders in a timely manner to keep the project moving. The Task Order(s) associated with this allocation will only be issued once a memorandum of understanding (MOU) is agreed upon between Larimer County and the District. Construction is anticipated for Fall of 2024. Task Orders will only be executed if warranted and with a defined scope, fee, and a not to exceed cost. The team will also seek board approval for any costs exceeding this allocation request.



# Fort Collins-Loveland Water District



The table below shows an estimated breakdown of the allocation request.

Allocations			
Project	Trilby Tank Expansion		
Project Number	PROJ-0077		
Estimated Timeline	4-10 months		
Allocation #	3		
Allocation Approval Date:	24.02.20		
Allocation Approval Amount:	\$ 1,513,000.00		
Item/Contingency/Risk	Allocation Amount	Entity	Comment
Easement and Property Acquisition	\$ 1,000,000.00	Hensel Phelps	
Procurement of Under Slab SS Pipe	\$ 317,000.00		
Procurement of Valve Vault Piping and Valves	\$ 116,000.00		
Incidentals	\$ 80,000.00		
Allocation Request	\$ 1,513,000.00		

## Recommendation:

We recommend Board approval to allocate **\$1,513,000** for the Trilby Tank Expansion Project.

Budget Line Item: 9140 Distribution (Non-Operating)

Annual Budget: \$54,010,000

Actual on 01/16/2024: \$ 0

Requested Amount: **\$1,513,000**

# Fort Collins-Loveland Water District



To: FCLWD Board of Directors  
From: Sandra Bratlie, PE – District Engineer  
Date: 2/20/2024  
Re: Risk Assessment and Asset Management - 2024

In 2023, the District hired HDR, experts in asset management and pipeline rehabilitation, to perform a general risk assessment to determine which pipelines in our current system warrant the most attention. Their work included a desktop assessment of existing pipes, evaluation of soils, incorporation of break/repair history, operational conditions, staff interviews, all to determine the likelihood and consequence of pipeline failures. The likelihood and consequence of failure were combined to assign a risk score to each pipe in the system. The risk score was combined with physical characteristics to categorize the timing and cost of replacement and rehabilitation of each pipe (R&R Plan). The R&R plan is in draft form and reviewed by Engineering. In the R&R plan, recommendations for targeted condition assessment will be included to help refine the model and aid in decision making during upcoming capital projects like the Western Backbone pipeline. Targeted condition assessment will also help the District prioritize the rehabilitation and replacements programs.

This allocation request for \$152,252.73 is to provide a time extension for the task order into 2024 and spend the remaining 2023 funds of \$52,252.73. Additionally, we request allocation of \$100,000 in new funds to plan and perform targeted (specific to active Capital Projects) condition assessments for high risk pipe and further refine the risk assessment model using the data collected.

Allocations			
Project	Pipe Condition Assessment / asset management		
Project Number	PROJ-0053		
Estimated Timeline	12 months		
Allocation #	2		
Allocation Approval Date	Feb 20, 2024		
Allocation Approval Amount:	\$152,252.73		
Item/Contingency/Risk	Allocation Amount	Entity	Comment
Desktop Risk Analysis	\$23,804.90	HDR	Re-allocation of 2023 funds (extend time of existing task order, \$52,252.73 remaining)
On-Call Condition Assessment Consulting Services (support for capital projects)	\$28,447.83	HDR	
Targeted Condition Assessment Monitoring	\$60,000.00	TBD	
Risk Assessment Model Refinement	\$40,000.00	HDR	
Allocation Request	\$ 152,252.73		

Budget Line Item: 8540 Distribution System (Operating)  
Annual Budget: \$12,078,000  
Actual through 1/16/2024: \$0.00  
Requested Amount: \$152,252.73

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Phone: 970-226-3104  
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# TRI-DISTRICTS

## East Larimer County ~ Fort Collins Loveland ~ North Weld County Water Districts

To: Chris Pletcher, Fort Collins-Loveland Water District Manager

From: Tri-Districts Water Resources and Lyons Gaddis

Date: February 15, 2024

Re: **Summary of Red Tierra WSSC Purchase Diligence**

### **Issue**

Fort Collins-Loveland Water District (FCLWD) is under contract to purchase 2.75 Water Supply and Storage Company (WSSC) shares represented by Certificate Nos. 6864 from Red Tierra Equities, LLC (Red Tierra).

### **Background**

Water Resources and FCLWD's legal counsel (Lyons Gaddis) completed an evaluation during the diligence period to identify any issues that would prevent completion of the purchase, decrease the value of the shares, or reduce the anticipated yield in a future water court change of use case.

- FCLWD and Red Tierra executed a Purchase and Sale Agreement for the water on November 21, 2023.
- FCLWD provided \$100,000 in earnest money for the WSSC shares.
- The 2.75 WSSC shares were historically used on the Holcim-Boettcher farm.
- The diligence or feasibility period ends on February 21, 2024.
- The latest day for closing identified in the purchase contract is March 27, 2024.

### **Diligence Activities**

The following diligence activities were performed for the WSSC shares:

- Completed a review of the share trace from WSSC to confirm ownership of the shares.
- Researched historical aerial photos to determine the extent of historical irrigation and dry up of the lands.
- Reviewed an affidavit of historical use from Dean Reeve, a former irrigator using the shares from 1953-1980.
- Reviewed an affidavit of historical use from Roy Stienmier, representing Holcim Inc. who owned the shares from 1990-2004.
- Reviewed a statement of historical use affidavit from Wade Podtburg when Arapahoe County Water and Wastewater Authority (ACWWA) rented the shares in 2012.
- Reviewed engineering report from Helton and Williamsen Consulting.
- Reviewed the assignment of restrictive dry up covenant the seller provided.

- Site visit to historically irrigated area to review the status of the existing vegetation and amount of development.
- Identified the dry-up areas on the historically irrigated parcels described in the dry up covenant.
- Reviewed findings from the decree for Case No. 18CW3076 (ELCO) which previously changed 0.75 shares and pending Case No. 22CW3042 (Greeley) proposing to change another 0.75 shares from the same farm.
- Prepared an estimate of the potential yield in a future water court change of use case.
- Water Resources and Lyons Gaddis prepared initial documentation to support a future water court application.

#### Summary

- These shares were part of a large farm irrigated with 5.5 WSSC shares and 510 C-BT units located in WSSC Sector 1 on the Holcim-Boettcher Farm shown in Exhibit A.
- These WSSC shares were used for irrigation on the Holcim farm from 1950-2003.
- The shares were sold off the land in 2004 to four shareholders with ELCO purchasing 0.75 shares, North Weld County Water District (NWCWD) purchasing 0.5 shares, Wildwing with 0.75 shares, and NORCO with 2.75 shares.
- Ownership of the NORCO 2.75 shares went to United Water and Sanitation District and ACWWA, and then to Red Tierra which is a company associated with United Water.
- United provided no records of use for these shares during their ownership of the shares.
- FCLWD obtained an affidavit documenting rental use within the WSSC system in 2012 from ACWWA.

#### Anticipated Yield

- Converted WSSC share yields vary throughout the system and are based in part on a sector analysis.
- ELCO completed a change of its 0.75 shares of the original 5.5 shares used on the Holcim-Boettcher Farm in Case No. 18CW3076, dated September 23, 2020. ELCO used a historic use study period from 1950-2003 and the yield of their 0.75 share was determined to be 60 acre-feet.
- Greeley used the same methodology in their case and expects the same yield as ELCO with 60 acre-feet per share.
- During the diligence period, the 2.75 shares were determined to be similar to shares from Sector 1 in Case No. 18CW3076, which were evaluated using a parcel-specific analysis.
- Shares from WSSC Sector 1 are estimated at 60 acre-feet per share.

- Shares historically delivered to Sector 1 must leave 2.7% in the ditch for transit loss to be used by WSSC to maintain deliveries to the remaining agricultural shareholders.
- The anticipated yield from these 2.75 shares after a future water court case would be approximately 165 acre-feet.
- This water rights represented by the WSSC shares include both native and transmountain water rights that will diversify FCLWD's portfolio and secure a water supply to meet future demands.

#### Return Flow Replacement

- The WSSC water court decree template divides the WSSC system into 5 return flow sectors from west to east.
- Sector 1 of the WSSC system does not have groundwater recharge requirements.
- FCLWD will use water released from Overland Ponds and reusable effluent from the South Fort Collins Sanitation District discharged into the Poudre River to replace a portion of the required return flows.

#### Dry up Commitment

- As part of Closing, FCLWD will be assigned an interest in an existing dry up covenant on the Holcim-Boettcher Farm.
- In 2004 NORCO, which bought all the 5.5 shares originally used on the farm, entered into a Restrictive Dry-Up Covenant, Grant of Easement, and Agreement, to dry up 468.6 acres of the Holcim Farm. The Dry-Up Covenant anticipated that NORCO would sell portions of the 5.5 shares and assign proportional interests in the dry up to subsequent owners.
- Since 2004, Wildwing obtained 1.25 shares, ELCO obtained 0.75 shares, Greeley obtained 0.75 shares, and United obtained 2.75 shares from NORCO.
- Therefore, the original 2004 restrictive dry-up agreement has been assigned to the new shareholders as shown in Table 1.

Table 1. Partial assignment of restrictive dry up.

Name	No. Shares	Percent	Acres
United	2.75	50%	234.39
Wildwing	1.25	22.72%	106.47
ELCO	0.75	13.63%	63.87
Greeley	0.75	13.63%	63.87
TOTAL	5.5	100%	468.6

- ELCO retains their proportioned pro rata of the dry-up assignment in fields 1, 2, and 3 by way of this land having been developed and ELCO has changed and converted the shares. (Exhibit A).
- Holcim has the obligation to revegetate the property using self-sustaining dry land vegetative ground cover within two years of the 2004 Agreement. However, it is unclear whether that has been accomplished as to the entirety of the parcel.
- Because of the shared interests in the Dry Up Covenant, all owners claiming dry up through the 2004 Dry Up Covenant will need to coordinate their respective dry up rights on the property.
- FCLWD would need to ensure 234.4 acres is dried up either as developed land or obtain an NRCS certification as required by the WSSC decrees.
- There are no active headgates on the canal to provide water to the property, confirming it has not been irrigated.

#### Timeline Prior to Closing

- Send the share certificates and stock assignments to Heather Thiede who coordinates the transfers for the WSSC office for the WSSC Board meeting.
- Assign restrictive dry up from Red Tierra to FCLWD.
- The deadline for FCLWD to terminate the transaction and receive the earnest money back is February 21, 2024.

#### Documents to Escrow for Closing

- Special Warranty Deeds for WSSC certificates.
- Assignment of Restrictive Dry Up Assignment.

#### Next Steps after Closing

- Water Resources will coordinate any remaining revegetation of the property to meet WSSC decree dry-up requirements from the NRCS.

- Water Resources will propose a schedule for the development of a water court application and supporting engineering reports after FCLWD obtains an operating agreement with WSSC.

### **Conclusion**

Based on the diligence activities described above, Water Resources and legal counsel conclude that acquisition of the 2.75 shares from Red Tierra is feasible and there are not any “fatal flaws” that would prevent the Fort Collins-Loveland Water District from proceeding to closing.

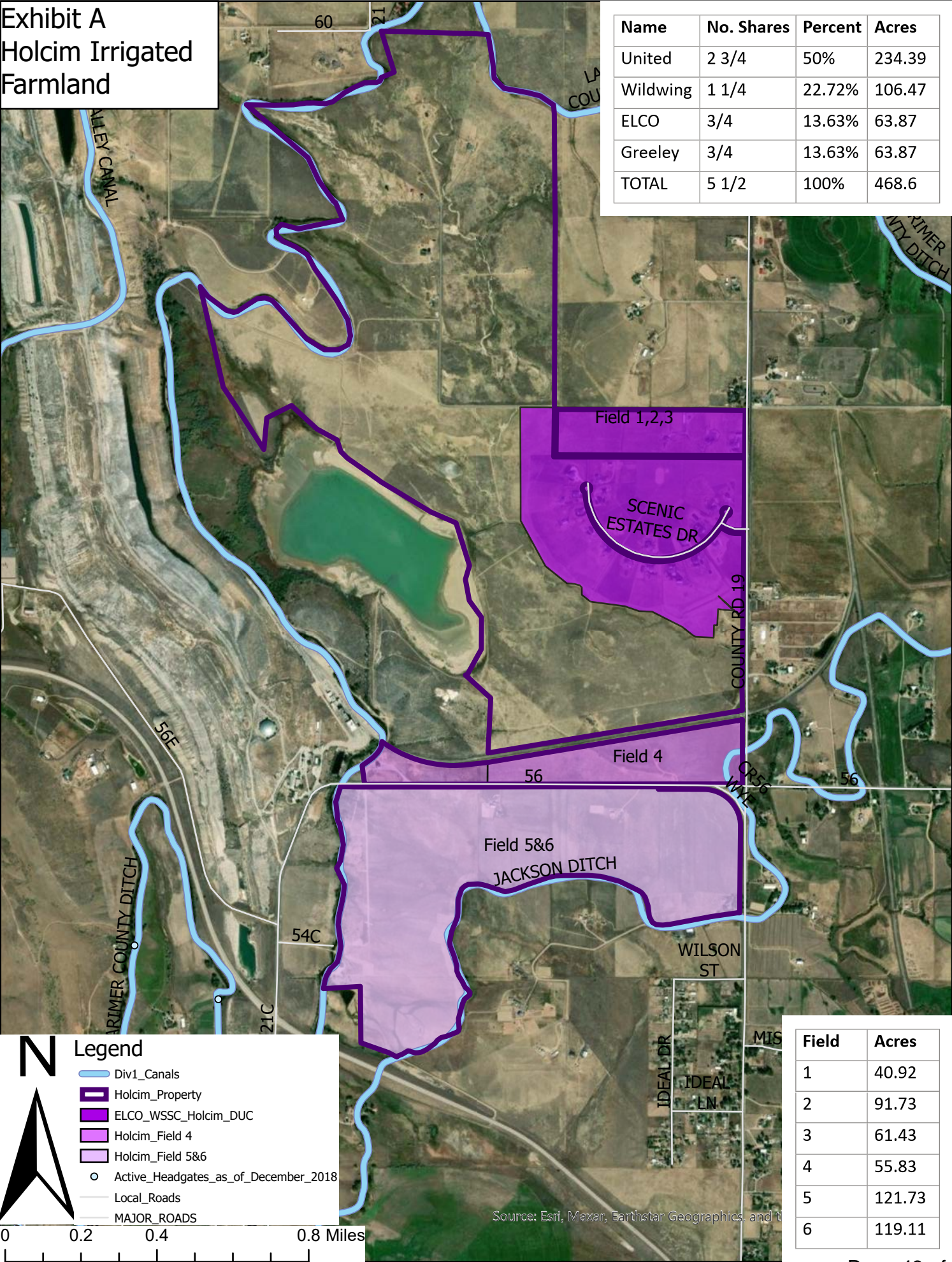
### **Proposed Action**

Motion to proceed to closing on the purchase of 2.75 WSSC shares from Red Tierra Equities and authorize the General Manager to execute all documents necessary to close the transaction.



Exhibit A  
Holcim Irrigated  
Farmland

Name	No. Shares	Percent	Acres
United	2 3/4	50%	234.39
Wildwing	1 1/4	22.72%	106.47
ELCO	3/4	13.63%	63.87
Greeley	3/4	13.63%	63.87
TOTAL	5 1/2	100%	468.6



Field	Acres
1	40.92
2	91.73
3	61.43
4	55.83
5	121.73
6	119.11



# TRI-DISTRICTS

## East Larimer County ~ Fort Collins Loveland ~ North Weld County Water Districts

To: Chris Pletcher, Fort Collins-Loveland Water District Manager

From: Tri-Districts Water Resources and Lyons Gaddis

Date: February 15, 2024

Re: **Diligence Summary of Citizen Printing Co. WSSC Purchase**

### **Issue**

Fort Collins-Loveland Water District (FCLWD) is under contract to purchase 1.0 share of Water Supply and Storage Company (WSSC) shares from Citizen Printing Co.

### **Background**

Water Resources and FCLWD's legal counsel (Lyons Gaddis) completed an evaluation during the diligence period to identify any issues that would prevent completion of the purchase, decrease the value of the shares, or reduce the anticipated yield in a future water court change of use case.

- FCLWD and Citizen Printing Co. executed a Purchase and Sale Agreement on September 20, 2023, and amended the agreement on November 20, 2023, and January 12, 2024.
- FCLWD provided \$50,000 in earnest money.
- Citizen Printing Co. own 1.0 share of WSSC and are under contract to sell the full share.
- The end of the Feasibility Period is February 21, 2024.
- The latest day for closing identified in the purchase contract is March 29, 2024.

### **Diligence Activities**

The following diligence activities were performed for the WSSC share:

- Completed a review of the share trace from WSSC to confirm ownership of the shares.
- Researched historical aerial photos and delineations to determine the extent of historical irrigation.
- Identified the location of historic water use and the dry-up area.
- Site visit to historically irrigated area to review the status of the existing vegetation.
- Obtained a dry-up covenant.

### **Location**

- This WSSC share has been historically used on land east of the Larimer & Weld Irrigation Canal at the corner of County Road 5 and 48 in WSSC Sector 2 (Exhibit 1).
- Based on the site visit, the property does not look to be actively farmed and prairie dogs have colonized a large portion of the land.

#### Dry-Up Covenant

A dry-up covenant was obtained on the land of historic use.

- Exhibit 1 shows the location of the dry up land for Citizen Printing Co.

#### Anticipated Yield

- Converted WSSC share yields vary throughout the system and are based in part on a sector analysis.
- Shares from WSSC Sector 2 are estimated at 60 acre-feet per share.
- Shares historically delivered to Sector 2 must leave 2.7% for transit loss to be used by WSSC maintain deliveries to the remaining agricultural shareholders.
- The farmland must be dried up either as developed land or obtain an NRCS certification as required by the WSSC decrees before FCLWD can receive the yield.
- This water right has both native and transmountain components that will diversify FCLWD's portfolio and secure a water supply to meet future demands.

#### Return Flow Replacement

- The WSSC water court decree template divides the WSSC system into 5 return flow sectors from west to east.
- Sector 2 of the WSSC system does not have groundwater recharge requirements.
- FCLWD will use water released from Overland Ponds and reusable effluent from the South Fort Collins Sanitation District discharged into the Poudre River to replace a portion of the required return flows.

#### Issues Identified

The share trace disclosed that the Citizen Printing Co. certificate is a descendant of certificate #6194 owned by James Ogden.

- East Larimer County Water District (ELCO) and James Ogden signed an agreement of authorization in 2005 to have this share changed in water court.
- The WSSC share certificate #6194 was included in ELCO's Case No. 03CW422 and was changed to allow use by ELCO for its purposes.

#### Timeline Prior to Closing

- Send the share certificates and stock assignments to Heather Thiede who coordinates the transfers for the WSSC office for the WSSC Board meeting.

#### Documents to Escrow for Closing

- Copy of WSSC Share Certificate No. 6561
- New WSSC Share Certificate.
- Special Warranty Deeds for WSSC certificate.

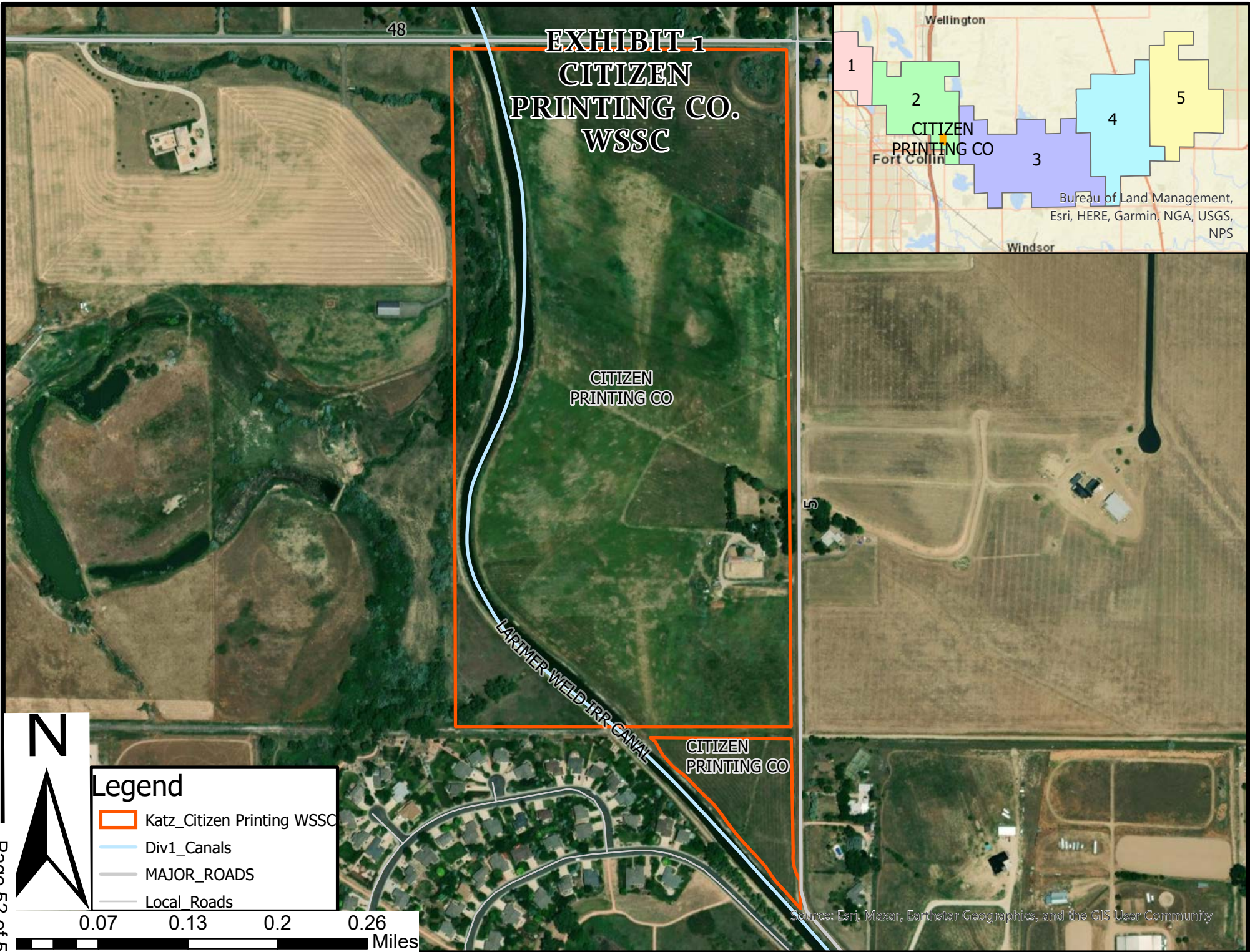
- Assignment of WSSC Share Certificate.
- Signed Dry Up Covenant.

**Recommendation**

- Based on the historic ownership of the share and its inclusion in Case No. 03CW422 Water Resources recommends that FCLWD seek legal counsel before proceeding with closing to complete the acquisition of 1 WSSC share from Citizen Printing Co.
- The deadline for FCLWD to terminate the transaction and receive the earnest money back is February 21, 2024.

**Proposed Action**

- Motion to proceed to closing on the purchase of 1.0 WSSC share from Citizen Printing Co. and authorize the General Manager to execute all documents necessary to close the transaction.







# FORT COLLINS-LOVELAND WATER DISTRICT

## MEMORANDUM

TO: Chris Pletcher, General Manager

FROM: Amanda Proctor, Finance Director

DATE: February 1, 2024

RE: Water Tap Revenue for January 2024

DATE	LOT SIZE	COMPANY NAME	ADDRESS	RAW WATER	PIF
1/3/24	>11000	TOLL SOUTHWEST LLC	4299 SHIVAREE STREET	69,000.00	13,021.00
1/3/24	>11000	TOLL SOUTHWEST LLC	4367 TRADER STREET	69,000.00	13,021.00
1/3/24	9001-10000	TOLL SOUTHWEST LLC	4301 STROLLING STREET	57,000.00	13,021.00
1/3/24	5001-6000	HARTFORD CONSTRUCTION LLC	5275 RIBAUT STREET	37,200.00	13,021.00
1/3/24	3001-4000	HARTFORD CONSTRUCTION LLC	6110 SADDLE HORN DRIVE	21,600.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5709 GELBRAY PLACE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5695 GELBRAY PLACE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5943 HOLSTEIN DRIVE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5949 HOLSTEIN DRIVE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5979 HOLSTEIN DRIVE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	6105 HOLSTEIN DRIVE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5936 AMERIFAX DRIVE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5930 AMERIFAX DRIVE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5611 GELBRAY DRIVE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5921 AMERIFAX DRIVE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5740 GELBRAY PLACE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5726 GELBRAY PLACE	17,400.00	13,021.00
1/4/24	CON TAP 3/4	MELODY HOMES INC	5684 GELBRAY PLACE	17,400.00	13,021.00
1/10/24	9001-10000	NATE / SHARON HINES TRUST	1420 GLEN EAGLE COURT	0.00	13,021.00
1/10/24	>11000	BRYAN C HOLLIS	8251 SCENIC RIDGE COURT	69,000.00	13,021.00



# FORT COLLINS-LOVELAND WATER DISTRICT

1/11/24	1 1/2 MF (4DU)	HARTFORD CONSTRUCTION LLC	5000-5018 MCKINNON COURT	76,800.00	16,666.80
1/11/24	5001-6000	MELODY HOMES INC	1739 KNOBBY PINE DR	37,200.00	13,021.00
1/11/24	5001-6000	MELODY HOMES INC	1727 KNOBBY PINE DR	37,200.00	13,021.00
1/11/24	5001-6000	MELODY HOMES INC	1733 KNOBBY PINE DR	37,200.00	13,021.00
1/11/24	5001-6000	MELODY HOMES INC	1745 KNOBBY PINE DR	37,200.00	13,021.00
1/11/24	<=3000	MELODY HOMES INC	1701 B FLOATING LEAF DR	17,400.00	13,021.00
1/11/24	<=3000	MELODY HOMES INC	1701 A FLOATING LEAF DR	17,400.00	13,021.00
1/11/24	1 MF (2 DU)	SC VILLAS LLC	COURT	38,400.00	8,333.40
1/12/24	>11000	LUXURY HOMES OF NORTHERN CO	3686 TALL GRASS COURT	69,000.00	13,021.00
1/12/24	5001-6000	BRIGHTLAND HOMES OF COLORADO LLC	4480 BURL STREET	37,200.00	13,021.00
1/16/24	1 COMM	M & J DEVELOPMENT LLC	451-495 W 66TH STREET	150,000.00	32,553.00
1/16/24	2 COMM	LARIMER COUNTY FACILITIES	6994 RICKENBACKER ROAD	480,000.00	104,168.00
1/16/24	1 IRR	LARIMER COUNTY FACILITIES	6994 RICKENBACKER ROAD	205,200.00	32,553.00
1/17/24	5001-6000	HARTFORD CONSTRUCTION LLC	5287 RIBAUT STREET	37,200.00	17,000.00
1/22/24	1 1/2 COMM	CANNON PROPERTIES ED CANNON	5590 E HARMONY ROAD	300,000.00	65,105.00
1/22/24	5001-6000	LENNAR COLORADO LLC	5553 MARE LANE	37,200.00	13,021.00
1/22/24	5001-6000	LENNAR COLORADO LLC	5545 MARE LANE	37,200.00	13,021.00
1/22/24	5001-6000	LENNAR COLORADO LLC	5561 MARE LANE	37,200.00	13,021.00
1/22/24	5001-6000	LENNAR COLORADO LLC	4358 APPLE CIDER STREET	37,200.00	13,021.00
1/22/24	6001-7000	LENNAR COLORADO LLC	4334 APPLE CIDER STREET	43,200.00	13,021.00
1/22/24	6001-7000	LENNAR COLORADO LLC	4342 APPLE CIDER STREET	43,200.00	13,021.00
1/22/24	5001-6000	LENNAR COLORADO LLC	4366 APPLE CIDER STREET	37,200.00	13,021.00
1/22/24	5001-6000	LENNAR COLORADO LLC	4374 APPLE CIDER STREET	37,200.00	13,021.00
1/22/24	6001-7000	LENNAR COLORADO LLC	4350 APPLE CIDER STREET	43,200.00	13,021.00
1/22/24	7001-8000	LENNAR COLORADO LLC	5536 MCAFFEE STREET	48,000.00	13,021.00



# FORT COLLINS-LOVELAND WATER DISTRICT

1/22/24	6001-7000	LENNAR COLORADO LLC	5544 MCAFFEE STREET	43,200.00	13,021.00
1/22/24	5001-6000	LENNAR COLORADO LLC	4337 FELLOWS DRIVE	37,200.00	13,021.00
1/22/24	5001-6000	LENNAR COLORADO LLC	4329 FELLOWS DRIVE	37,200.00	13,021.00
1/22/24	5001-6000	LENNAR COLORADO LLC	4345 FELLOWS DRIVE	37,200.00	13,021.00
1/25/24	3/4 COMM	KIDSPAK	250 W 69TH COURT	60,000.00	17,000.00
1/30/24	3001-4000	MELODY HOMES INC	LEAF DRIVE	21,600.00	17,000.00
1/30/24	3001-4000	MELODY HOMES INC	LEAF DRIVE	21,600.00	17,000.00
1/30/24	3001-4000	MELODY HOMES INC	1610 B KNOBBY PINE DRIVE	21,600.00	17,000.00
1/30/24	3001-4000	MELODY HOMES INC	1610 A KNOBBY PINE DRIVE	21,600.00	17,000.00
1/30/24	6001-7000	MELODY HOMES INC	1826 FLOATING LEAF DRIVE	43,200.00	17,000.00
1/30/24	6001-7000	MELODY HOMES INC	1832 FLOATING LEAF DRIVE	43,200.00	17,000.00
1/30/24	6001-7000	MELODY HOMES INC	1838 FLOATING LEAF DRIVE	43,200.00	17,000.00
1/30/24	6001-7000	MELODY HOMES INC	1844 FLOATING LEAF DRIVE	43,200.00	17,000.00
1/30/24	3001-4000	HARTFORD CONSTRUCTION LLC	6102 SADDLE HORN DRIVE	21,600.00	17,000.00
1/30/24	5001-6000	HARTFORD CONSTRUCTION LLC	5301 RIBAUT STREET	37,200.00	17,000.00
				\$3,060,000.00	\$1,010,261.20
Total Water Taps Sold For January 2024 = 60					
		3/4" Taps Sold = 54			
		1" Taps Sold = 3			
		1.5" Taps Sold = 2			
		2" Taps Sold = 1			
		3" Taps Sold = 0			
		4" Taps Sold = 0			
		City Water Taps = 0			
Water provided by Builder/Developer = 1					
		Bought from FCLWD = 59			
Total Water Taps Sold For January 2023 = 64					
Taps sold for the year 2023 = 461					
Taps sold for the year 2022 = 561					
Taps sold for the year 2021 = 555					